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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission

Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, June 8, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen Herman
Martha Knutzen
Larry Lee
Leslie Littleton
Harry Low
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

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Toni A. Delgado, 252-2502

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Suite 800
San Francisco
California 94102-6033

TEL (415) 252-2500
FAX (415) 431-5764
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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of April 13, 2000 [Action Item (**)]
   b) Approval of minutes of Commission Meeting of May 25, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Discussion regarding procedure for appointment of a permanent Executive Director [Discussion Item (*)]

6. REPORT OF THE DIRECTOR

   a) HRC Quarterly Report on Chapter 12.D.A. [Discussion Item (**)]
   b) Approval of subpoena to St. Philip's School for the production of documents and information in the matter of HRC complaint *Peter Basso and Dwayne Folger v. St. Philip's School.* [Action Item (**)]

7. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
   Commissioner Martha Knutzen, Co Chair
   Commissioner Stephen Herman, Co Chair
   Larry Brinkin, Committee Staff

      1. No report.

      NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Monday, June 19, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   b) Employment Committee
   Commissioner Larry Lee, Chair
   Pansy Waller, Committee Staff

      1. Report of the June 1, 2000 Committee Meeting [Discussion Item (*)]

      NOTE: *The next meeting of the Employment Committee will be held on Thursday, July 6, 2000 at 12:00 noon at the Human Rights Commission*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102

c) Issues Committee
Commissioner Antonio Salazar-Hobson, Chair
Emil DeGuzman, Committee Staff

1. Report of the June 5, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Issues Committee will be held on Monday, July 3, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Maria Cordero, Committee Staff

1. No Report.
2. Discussion and possible action to adopt amended 12D Rules and Regulations [Action Item (**)/(***)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, June 21, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Youn-Cha Shin Chey, Chair
Toni A. Delgado, Committee Staff

1. Report of the June 7, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, July 5, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, JUNE 22, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

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City and County of San Francisco

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Item 6.a.

QUARTERLY REPORT ON DEPARTMENTAL PERFORMANCE IN IMPLEMENTING CHAPTER 12D.A OF THE SAN FRANCISCO ADMINISTRATIVE CODE

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June 1, 2000

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QUARTERLY REPORT

I. INTRODUCTION

A. REPORTING REQUIREMENTS OF CHAPTER 12D.A

B. CITYWIDE DIVERSITY TRACKING SYSTEM

II. EVALUATION OF DEPARTMENTAL PERFORMANCE IN IMPLEMENTATION OF CHAPTER 12D.A

A. UTILIZATION OF CERTIFIED FIRMS AS PRIME CONTRACTORS BY DEPARTMENT

B. DEPARTMENTAL PERFORMANCE IN MEETING MAYOR'S ANNUAL MBE/WBE UTILIZATION GOALS

C. DEPARTMENTAL COMPLIANCE WITH REQUIREMENTS OF THE CITYWIDE DIVERSITY TRACKING SYSTEM

III. CONCLUSION

I. INTRODUCTION

A. SAN FRANCISCO ADMINISTRATIVE CODE SECTION 12D.A.18

The Director of the Human Rights Commission ("HRC") is required to evaluate departmental performance and progress in effectuating the requirements of the MBE/WBE/LBE Ordinance on a quarterly basis.

Chapter 12D.18(A) provides the director shall issue a quarterly report documenting, "...each City department's performance under the terms of this Ordinance, including among other things, each City department's progress in meeting its MBE/WBE goals and the success of each department's prime contractors complying with its best efforts obligations to meet MBE/WBE subcontracting goals. That report shall also state whether or not each City department has fully reported all data required by this Ordinance or requested by the HRC or the Controller."

B. CITYWIDE DIVERSITY TRACKING SYSTEM

The Citywide Diversity Tracking System ("System") provides the HRC and the Controller's Office contracting data about vendors, contractors and subcontractors who were awarded contracts by departments and received City dollars.

On February 1, 1999, the System became available for departmental use. Departments have had more than a year to become accustomed to the requirements of the System and to input the contracting information. In addition, HRC has conducted on-going training sessions with departments to ensure that departments are familiar with the system.

For this quarterly report, the data set consist of all contracting information departments have input into the System for the calendar year January 1, 1998 to May 24, 2000 when DTIS staff extracted all data contained in the System.

Despite increased efforts, City departments are still not entering all of the required contracting information in the System (For details see Section II.C of this report.)

II. EVALUATION OF DEPARTMENTAL PERFORMANCE IN THE IMPLEMENTATION OF CHAPTER 12D.A

A. UTILIZATION OF CERTIFIED FIRMS AS PRIME AND SUBCONTRACTORS BY DEPARTMENT

For tables demonstrating departmental utilization of certified firms as prime and subcontractors on City projects, see Appendix 1.

B. DEPARTMENTAL PERFORMANCE IN MEETING THE MAYOR'S MBE/WBE UTILIZATION GOALS

On July 1, 1999, Mayor Willie L. Brown, Jr. issued Citywide MBE/WBE participation goals for the 1999-2000 fiscal year pursuant to Chapter 12D.A.8(1).

Goals	Architecture	Construction	Engineering	Professional Services	Tele-Comm.	Purchasing
MBE	45%	40%	35%	16%	38%	15%
WBE	28%	13%	25%	14%	23%	9%

Overall, a review of payments made to MBE and WBE firms show that compared to the previous quarter, both MBE and WBE utilization have decreased on a citywide basis. (See Appendix 2 for details on current utilization.)

In the previous quarter, HRC reported that 14.04% of the payments made on construction projects went to MBE firms. This quarter, the percentage has dropped to 12.92%. Similarly, in the previous quarter, HRC reported that 33.92% of the payments on Architecture and Engineering contracts went to MBE firms. This quarter, the percentage has dropped to 32.80%.

WBE firms have fared similarly. In the previous quarter, HRC reported that 10.91% of payments on construction projects went to WBE firms. This quarter, the percentage has dropped to 10.72%. Similarly, in the previous

quarter, HRC reported that 11.18% of the payments on purchasing contracts went to WBE firms. This quarter, the percentage has dropped to 3.96%.

C. DEPARTMENTAL COMPLIANCE WITH REQUIREMENTS OF THE CITY WIDE DIVERSITY TRACKING SYSTEM

During the past quarter, HRC, with the support of the Mayor's Office, has undertaken several efforts to encourage departments to comply with the requirements of the Diversity Tracking System. HRC presented the Citywide Diversity Tracking System at the Mayor's department head meeting, which generated interest in the system and requests for additional training. HRC, in conjunction with DTIS, has conducted several additional training sessions.

In addition, on March 20, 2000, the Board of Supervisors acted on an HRC quarterly and annual report recommendation. The Board adopted a resolution requiring all City departments to submit a comprehensive strategic plan detailing allocation of resources related to the implementation of the System, an accompanying Budget itemizing the funds as well as a list of assigned staff (Board of Supervisors Resolution No. 243-00.) Several departments have acted on the resolution and submitted detailed strategic plans.

As a result of all of these activities, there is increased contracting information in the System. Deficiencies still exist in the reporting of complete and accurate contracting information, as detailed in the following paragraphs.

For this quarterly report, departments were requested to input complete and accurate contracting data for the time period January 1, 1998 to date. The System prompts departments to input contracting information, when the Controller's FAMIS system indicates that an encumbrance[1] has been established. Once an encumbrance is identified in the System, departments are required to enter contracting information, including the identification of any subcontractors as well as contract award amounts and payments to both the prime and subcontractors.

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[1] An encumbrance indicates that an amount of money is available for a particular contractor and project.

On February 29, 2000, HRC staff evaluated departmental performance in inputting the required contracting data, by determining the number of outstanding encumbrances by the department, for which departments have failed to input any contacting information. On May 31, 2000, HRC staff again evaluated departmental performance.

Below is a table of the number of encumbrances reported by FAMIS System for the period of January 1, 1998 to date, for each of the identified departments. The first column under the Encumbrance heading represents the number of Encumbrances in the System as of February 29, 2000. The second column represents the number of Encumbrances as of May 31, 2000.

DEPARTMENT	ENCUMBRANCES	
Airport Commission	1988	2083
Department of Public Transportation-MUNI	2176	1758
Department of Public Works	519	27
DTIS	757	30
Parking & Traffic Commission	199	217
Port Commission	797	0
Public Utilities Commission	2706	2826
Office of the City Attorney	888	904
Department of Human Resources	627	591
Department of Human Services	1951	2077
Department of Public Health	32,299	38,387
Retirement Services	166	14
Treasurer/Tax Services	392	370
Purchasing	380	357

Evaluation of the number of encumbrances remaining in the System show that several departments have undertaken efforts to enter outstanding contracting information. The Department of Public Works, Department of Telecommunications and Information Services, the Port Commission and Retirement Services have performed exceptionally well in reporting outstanding contracting information.

Other departments, however, still struggle with reporting all of the required information.

In addition, for the March 1, 2000 annual report, HRC targeted four major contracting awarding authorities, the Airport Commission, Department of Public Works, Public Utilities Commission and the Port Commission, in an effort to increase compliance with the requirements of the System and to verify the accuracy of the contracting information.

All four departments were provided a database with which they could check the accuracy of the contracting information they had to input into the System. HRC staff met with the departmental staff at each of the targeted departments to explain what was expected.

In the March 1, 2000 Annual Report, HRC conducted a spot check into three contracts entered by each of the departments, to verify that the contracting information was complete. This review revealed that there were several problems with the completeness of the departments' contracting information.

HRC revisited the same contracts for this quarterly report to determine whether these departments undertook efforts to correct the inaccurate data in the System. Attached as Appendix 3 are the contract financial summaries, retrieved from the System.

The results of this follow up review are as follows:

1. Airport Commission

a. Contract 3384B, Taxiway "Q" Extension-Phase B
Original Award: $1,278,030
Prime Contractor: Pavex Construction

Airport data on this contract reflect no change since the HRC conducted the first spot check. The information identified subcontractors and award amounts. All payments were allocated to the prime contractor. There is still no data detailing the payment to subcontractors.

b. Contract 3586R, Surf Movement Guidance & Control System, Phase 1
Original Award: $295,250.00
Prime Contractor: Linear Options Inc.

Airport data on this contract reflect no change since HRC conducted the first spot check. The information identified subcontractors and award amounts. All payments are still allocated to the prime contractor; there is still no data detailing the payments to the subcontractors.

c. Contract 5521A, Boarding Area "G" Apron
Original Award: $18,453,962
Prime Contractor: Pavex Construction

Airport staff appears to have properly identified subcontractors, award amounts and payment on this contract. However, only 7 of 17 payments are properly allocated to the subcontractors.

The Airport Commission staff has increased its efforts to comply with the System data inputting requirements. However, none of the targeted contracts was updated since the first spot check. Furthermore, none of these contracts fully reflect proper payment allocation between the prime contractor and the subcontractors.

2. Department of Public Works (DPW)

a. Contract: 1074H, Laguna Honda Hospital Maintenance Building Renovation
Original Award: $173,000
Prime Contractor: Admond Construction Inc.

DPW failed to input the MBE/WBE goals on this project. Although DPW has identified a list of subcontractors on this project, it failed to allocate award amounts to the identified subcontractors. In spite of this failure, it has allocated payments to some of the subcontractors.

b. Contract: 1103H, Zoo Infrastructure
Original Award: $7,878,328.00
Prime Contractor: Ranger/D'Arcy & Harty, JV

DPW appears to have properly identified subcontractors, award amounts and payments on this contract.

c. Contract: 1071H, SFFD Station #26, Imp.-Phase 3
Original Award: $339,800
Prime Contractor: Kin Wo Construction Co. Inc.

DPW appears to have properly identified subcontractors on this contract. Therefore, no changes were made.

DPW had indicated that all records would be corrected by March 31, 2000. Although it has not met this self-imposed deadline by failing to correct contract 1074H, it has made substantial progress towards accurately reporting its contracting data.

3. Public Utilities Commission (PUC)

a. Contract: WD-22233, San Francisco Water SCADA System
Original Award: $10,542,055.00
Prime Contractor: Transdyn/Cresci, JV

PUC's data reflect no change since the first spot check on this contract. PUC originally identify the subcontractors, award amounts and payments. However, the joint venture partners remain inaccurately listed. In addition, Cresci Electric, one of the Joint Venture partners remains listed as a subcontractor and payments to Cresci are allocated as a subcontractor.

b. Contract: WD-2179R2, Alemany P.S. Standby Generator Work
Original Award: $1,798,700.00
Prime Contractor: LC General Engineering & Construction Co.

PUC appears to have properly identified subcontractors, award amounts and payments on this contract. Therefore, no changes were made on this contract 's data.

c. Contract: HH-872, Moccasin Reservoir Gate Improvements
Original Award: $488,900.00

Prime Contractor: Proven Management Inc.

PUC originally identified the goals on this project at 19% MBE and 8% WBE subcontracting participation. At that time, PUC failed to identify any subcontractors on this project and had allocated all awards as if there were no goals on this project. To date, PUC still has not identified any subcontracting and still has allocated all awards as if there were no subcontractors.

PUC has demonstrated a concerted effort towards improving its data entrance into the System. However, none of the targeted contracts was updated since the first spot check. Furthermore, none of these contracts fully reflect proper payment allocation between the prime contractor and the subcontractors.

4. Port Commission

a. Contract: CT3980015B/ CT3980015, Pier 98 Wetlands & Public Access
Original Award: $1,423,650.00
Prime Contractor: Bauman Landscape

The Port has made changes to the data originally entered on this contract. The Port has identified subcontracting goals for this project. In addition, it has identified all subcontractors and allocated awards and payments on this project.

b. Contract: CT3970008, Pier 50 Sheds B&C Roofing
Original Award: $1,217,192.00
Prime Contractor: Pioneer Roofing

Again, the Port has identified subcontractors and award amounts on this project. Furthermore, all payments have been allocated appropriately between the prime contractor and the subcontractors.

c. Contract: CT3970007, Emergency Response and Recovery Planning
Original Award: $9,975
Prime Contractor: Laurie R. Friedman Consulting

The Port appeared to have originally provided accurate contracting information on this single vendor contract. Therefore, no changes were necessary.

It appears that the accuracy of the Port's contracting data has substantially improved, since all three contracts have been properly entered into the System.

III. CONCLUSION

During the past year and a quarter that the System has been in effect, HRC has repeatedly reported that the departments have failed to input the required contracting data.[2] For example, to date, of the four major contract awarding authorities evaluated, only the Port and DPW have made substantial progress towards inputting contracting data into the System. On the other hand, both the Airport and PUC have been unable to comply with their reporting obligation. The ability to measure the City's efforts in eradicating discrimination in the contracting process is dependent upon the accuracy and completeness of the data in the System.

The follow up review demonstrates the departments' need for further encouragement and training in order to accurately reflect their progress towards meeting the Mayor's MBE/WBE goals. Overall, it appears that the departments' data is inaccurate and incomplete. It is imperative that the departments cooperate and fulfill the City's requirement for inputting the necessary data in the System.

Based upon the foregoing, the HRC has determined that most of the departments demonstrate a substantial need for additional improvement. In that regard, the major contract awarding authorities should submit to the HRC, within thirty days, their Strategic Plans detailing their proposal for fulfilling their reporting obligations as requested by Board of Supervisors Resolution 243-00.

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[2] Moreover, departments have also been notified that the HRC would report departmental deficiencies in entering complete and accurate contracting information to the Board of Supervisors as part of its quarterly reports.

APPENDIX 1

Airport Commision

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	0.0%	0	0.0%	0	0.0%	8	0.2%	0	----	8	0.2%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	11	0.3%	0	----	11	0.3%
Cert. Asian American	3	4.5%	0	0.0%	1	1.6%	27	0.8%	0	----	31	0.9%
Cert. Latino American	2	3.0%	0	0.0%	1	1.6%	2	0.1%	0	----	5	0.1%
Cert. Non-Minority	19	28.4%	0	0.0%	3	4.9%	123	3.7%	0	----	145	4.2%
Non-Certified	43	64.2%	2	100.0%	56	91.8%	3,132	94.8%	0	----	3,233	94.2%
Total	67	100.0%	2	100.0%	61	100.0%	3,303	100.0%	0	----	3,433	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	0.0%	$0	0.0%	$0	0.0%	$23,109	0.1%	$0	----	$23,109	0.0%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$55,556	0.3%	$0	----	$55,556	0.0%
Cert. Asian American	$489,998	0.2%	$0	0.0%	$200,000	0.8%	$216,853	1.0%	$0	----	$906,851	0.3%
Cert. Latino American	$517,135	0.2%	$0	0.0%	$200,000	0.8%	$1,065	0.0%	$0	----	$718,200	0.2%
Cert. Non-Minority	$14,419,543	5.0%	$0	0.0%	$670,475	2.6%	$471,193	2.2%	$0	----	$15,561,211	4.6%
Non-Certified	$274,712,923	94.7%	$545,562	100.0%	$24,894,085	95.9%	$20,822,118	96.4%	$0	----	$320,974,688	94.9%
Total	$290,139,599	100.0%	$545,562	100.0%	$25,964,560	100.0%	$21,589,895	100.0%	$0	----	$338,239,616	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	0.0%	$0	0.0%	$0	0.0%	$23,109	0.1%	$0	----	$23,109	0.0%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$55,556	0.3%	$0	----	$55,556	0.0%
Cert. Asian American	$254,554	0.2%	$0	0.0%	$193,358	2.9%	$216,853	1.1%	$0	----	$664,765	0.4%
Cert. Latino American	$15,246	0.0%	$0	0.0%	$191,683	2.9%	$1,065	0.0%	$0	----	$207,994	0.1%
Cert. Non-Minority	$10,538,995	8.6%	$0	0.0%	$501,429	7.6%	$461,587	2.3%	$0	----	$11,502,012	7.7%
Non-Certified	$111,156,310	91.1%	$291,453	100.0%	$5,727,284	86.6%	$19,056,958	96.2%	$0	----	$136,232,005	91.6%
Total	$121,965,106	100.0%	$291,453	100.0%	$6,613,754	100.0%	$19,815,129	100.0%	$0	----	$148,685,441	100.0%

Airport Commision

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	17	14.8%	1	20.0%	2	11.8%	0	----	0	----	20	14.6%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	0	----	0	----	0	0.0%
Cert. Asian American	31	27.0%	3	60.0%	8	47.1%	0	----	0	----	42	30.7%
Cert. Latino American	33	28.7%	0	0.0%	1	5.9%	0	----	0	----	34	24.8%
Cert. Non-Minority	0	0.0%	0	0.0%	0	0.0%	0	----	0	----	0	0.0%
Non-Minority	34	29.6%	1	20.0%	6	35.3%	0	----	0	----	41	29.9%
Total	115	100.0%	5	100.0%	17	100.0%	0	----	0	----	137	100.0%

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$21,248,848	34.9%	$11,500	10.9%	$25,510	3.4%	$0	----	$0	----	$21,285,858	34.5%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Cert. Asian American	$10,321,502	17.0%	$53,930	51.2%	$600,583	80.9%	$0	----	$0	----	$10,976,015	17.8%
Cert. Latino American	$17,931,937	29.5%	$0	0.0%	$3,727	0.5%	$0	----	$0	----	$17,935,664	29.1%
Cert. Non-Minority	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Non-Minority	$11,324,603	18.6%	$40,000	37.9%	$112,670	15.2%	$0	----	$0	----	$11,477,273	18.6%
Total	$60,826,890	100.0%	$105,430	100.0%	$742,490	100.0%	$0	----	$0	----	$61,674,810	100.0%

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Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$673,146	38.8%	$0	----	$0	----	$0	----	$0	----	$673,146	38.8%
Cert. Arab American	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Cert. Asian American	$262,685	15.1%	$0	----	$0	----	$0	----	$0	----	$262,685	15.1%
Cert. Latino American	$500,780	28.8%	$0	----	$0	----	$0	----	$0	----	$500,780	28.8%
Cert. Non-Minority	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Non-Minority	$300,473	17.3%	$0	----	$0	----	$0	----	$0	----	$300,473	17.3%
Total	$1,737,084	100.0%	$0	----	$0	----	$0	----	$0	----	$1,737,084	100.0%

City Attoney's Office

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Arab American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Latino American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Non-Minority	0	----	0	----	0	----	5	1.5%	0	----	5	1.5%
Non-Certified	0	----	0	----	0	----	320	98.5%	0	----	320	98.5%
Total	0	----	0	----	0	----	325	100.0%	0	----	325	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$2,242	0.4%	$0	----	$2,242	0.4%
Non-Certified	$0	----	$0	----	$0	----	$597,761	99.6%	$0	----	$597,761	99.6%
Total	$0	----	$0	----	$0	----	$600,003	100.0%	$0	----	$600,003	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$2,242	0.4%	$0	----	$2,242	0.4%
Non-Certified	$0	----	$0	----	$0	----	$597,761	99.6%	$0	----	$597,761	99.6%
Total	$0	----	$0	----	$0	----	$600,003	100.0%	$0	----	$600,003	100.0%

City Attoney's Office

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Arab American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	----	4	1.4%	0	----	4	1.4%
Cert. Latino American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Non-Minority	0	----	0	----	0	----	6	2.1%	0	----	6	2.1%
Non-Minority	0	----	0	----	0	----	277	96.5%	0	----	277	96.5%
Total	0	----	0	----	0	----	287	100.0%	0	----	287	100.0%

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	----	$1,020	0.2%	$0	----	$1,020	0.2%
Cert. Asian American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	----	$4,547	0.8%	$0	----	$4,547	0.8%
Cert. Non-Minority	$0	----	$0	----	$0	----	$578,332	99.0%	$0	----	$578,332	99.0%
Non-Minority	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Total	$0	----	$0	----	$0	----	$583,899	100.0%	$0	----	$583,899	100.0%

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$1,020	0.2%	$0	----	$1,020	0.2%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$4,547	0.8%	$0	----	$4,547	0.8%
Cert. Latino American	$0	----	$0	----	$0	----	$578,332	99.0%	$0	----	$578,332	99.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Non-Minority	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Total	$0	----	$0	----	$0	----	$583,899	100.0%	$0	----	$583,899	100.0%

Department of Human Resources

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	1	0.2%	0	----	1	0.2%
Cert. Arab American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Latino American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Non-Minority	0	----	0	----	0	----	23	3.8%	0	----	23	3.8%
Non-Certified	0	----	0	----	0	----	578	96.0%	0	----	578	96.0%
Total	0	----	0	----	0	----	602	100.0%	0	----	602	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$1,190	0.2%	$0	----	$1,190	0.2%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$8,759	1.2%	$0	----	$8,759	1.2%
Non-Certified	$0	----	$0	----	$0	----	$692,877	98.6%	$0	----	$692,877	98.6%
Total	$0	----	$0	----	$0	----	$702,826	100.0%	$0	----	$702,826	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$1,190	0.2%	$0	----	$1,190	0.2%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$8,759	1.3%	$0	----	$8,759	1.3%
Non-Certified	$0	----	$0	----	$0	----	$685,786	98.6%	$0	----	$685,786	98.6%
Total	$0	----	$0	----	$0	----	$695,734	100.0%	$0	----	$695,734	100.0%

Department of Human Resources

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
					0							

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Department of Human Services

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	176	15.9%	0	----	176	15.9%
Cert. Arab American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	----	3	0.3%	0	----	3	0.3%
Cert. Latino American	0	----	0	----	0	----	2	0.2%	0	----	2	0.2%
Cert. Non-Minority	0	----	0	----	0	----	46	4.1%	0	----	46	4.1%
Non-Certified	0	----	0	----	0	----	883	79.5%	0	----	883	79.5%
Total	0	----	0	----	0	----	1,110	100.0%	0	----	1,110	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$218,917	7.4%	$0	----	$218,917	7.4%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$14,914	0.5%	$0	----	$14,914	0.5%
Cert. Latino American	$0	----	$0	----	$0	----	$134	0.0%	$0	----	$134	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$48,754	1.6%	$0	----	$48,754	1.6%
Non-Certified	$0	----	$0	----	$0	----	$2,682,315	90.5%	$0	----	$2,682,315	90.5%
Total	$0	----	$0	----	$0	----	$2,965,034	100.0%	$0	----	$2,965,034	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$207,735	7.2%	$0	----	$207,735	7.2%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$14,914	0.5%	$0	----	$14,914	0.5%
Cert. Latino American	$0	----	$0	----	$0	----	$134	0.0%	$0	----	$134	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$47,258	1.6%	$0	----	$47,258	1.6%
Non-Certified	$0	----	$0	----	$0	----	$2,617,898	90.6%	$0	----	$2,617,898	90.6%
Total	$0	----	$0	----	$0	----	$2,887,939	100.0%	$0	----	$2,887,939	100.0%

Department of Human Services

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Parking and Traffic Commission

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	0.0%	9	0.3%	0	----	9	0.3%
Cert. Arab American	0	----	0	----	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	0.0%	13	0.5%	0	----	13	0.5%
Cert. Latino American	0	----	0	----	0	0.0%	10	0.4%	0	----	10	0.4%
Cert. Non-Minority	0	----	0	----	1	14.3%	148	5.7%	0	----	149	5.7%
Non-Certified	0	----	0	----	6	85.7%	2,430	93.1%	0	----	2,436	93.1%
Total	0	----	0	----	7	100.0%	2,610	100.0%	0	----	2,617	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$7,531	0.6%	$0	----	$7,531	0.0%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	0.0%	$2,146	0.2%	$0	----	$2,146	0.0%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$6,347	0.5%	$0	----	$6,347	0.0%
Cert. Non-Minority	$0	----	$0	----	$9,000,000	18.8%	$90,620	7.4%	$0	----	$9,090,620	18.5%
Non-Certified	$0	----	$0	----	$38,983,258	81.2%	$1,125,824	91.3%	$0	----	$40,109,081	81.5%
Total	$0	----	$0	----	$47,983,258	100.0%	$1,232,469	100.0%	$0	----	$49,215,726	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$5,798	0.5%	$0	----	$5,798	0.1%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	0.0%	$2,146	0.2%	$0	----	$2,146	0.0%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$6,347	0.5%	$0	----	$6,347	0.1%
Cert. Non-Minority	$0	----	$0	----	$293,226	3.1%	$90,585	7.5%	$0	----	$383,812	3.6%
Non-Certified	$0	----	$0	----	$9,265,506	96.9%	$1,105,091	91.3%	$0	----	$10,370,596	96.3%
Total	$0	----	$0	----	$9,558,732	100.0%	$1,209,968	100.0%	$0	----	$10,768,700	100.0%

Parking and Traffic Commission

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
					0							

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Port

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	1	6.3%	0	0.0%	1	1.5%	64	1.0%	0	----	66	1.0%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Asian American	5	31.3%	2	66.7%	1	1.5%	74	1.1%	0	----	82	1.2%
Cert. Latino American	2	12.5%	0	0.0%	1	1.5%	111	1.7%	0	----	114	1.7%
Cert. Non-Minority	3	18.8%	0	0.0%	3	4.4%	402	6.1%	0	----	408	6.1%
Non-Certified	5	31.3%	1	33.3%	62	91.2%	5,915	90.1%	0	----	5,983	89.9%
Total	16	100.0%	3	100.0%	68	100.0%	6,566	100.0%	0	----	6,653	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$285,648	1.6%	$0	0.0%	$9,500	0.7%	$30,761	0.4%	$0	----	$325,909	1.2%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$873,717	5.0%	$434	46.4%	$9,000	0.7%	$68,529	1.0%	$0	----	$951,680	3.6%
Cert. Latino American	$4,702,019	26.7%	$0	0.0%	$32,853	2.4%	$38,342	0.5%	$0	----	$4,773,214	18.2%
Cert. Non-Minority	$8,509,186	48.2%	$0	0.0%	$184,890	13.6%	$161,235	2.2%	$0	----	$8,855,311	33.8%
Non-Certified	$3,265,168	18.5%	$502	53.6%	$1,124,971	82.6%	$6,901,414	95.8%	$0	----	$11,292,055	43.1%
Total	$17,635,738	100.0%	$935	100.0%	$1,361,214	100.0%	$7,200,281	100.0%	$0	----	$26,198,168	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$285,648	6.3%	$0	----	$9,495	0.9%	$30,761	0.4%	$0	----	$325,903	2.6%
Cert. Arab American	$0	0.0%	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$553,469	12.3%	$0	----	$0	0.0%	$68,512	1.0%	$0	----	$621,982	5.0%
Cert. Latino American	$0	0.0%	$0	----	$32,853	3.2%	$38,342	0.6%	$0	----	$71,195	0.6%
Cert. Non-Minority	$1,367,835	30.3%	$0	----	$83,951	8.2%	$147,174	2.1%	$0	----	$1,598,960	12.9%
Non-Certified	$2,301,001	51.0%	$0	----	$896,496	87.7%	$6,618,680	95.9%	$0	----	$9,816,177	78.9%
Total	$4,507,953	100.0%	$0	----	$1,022,794	100.0%	$6,903,469	100.0%	$0	----	$12,434,217	100.0%

Port

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	2	66.7%	0	----	0	----	0	----	0	----	2	66.7%
Cert. Arab American	0	0.0%	0	----	0	----	0	----	0	----	0	0.0%
Cert. Asian American	0	0.0%	0	----	0	----	0	----	0	----	0	0.0%
Cert. Latino American	0	0.0%	0	----	0	----	0	----	0	----	0	0.0%
Cert. Non-Minority	0	0.0%	0	----	0	----	0	----	0	----	0	0.0%
Non-Minority	1	33.3%	0	----	0	----	0	----	0	----	1	33.3%
Total	3	100.0%	0	----	0	----	0	----	0	----	3	100.0%

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
					0							

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$103,369	43.1%	$0	----	$0	----	$0	----	$0	----	$103,369	43.1%
Cert. Arab American	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Cert. Asian American	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Cert. Latino American	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Cert. Non-Minority	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Non-Minority	$136,556	56.9%	$0	----	$0	----	$0	----	$0	----	$136,556	56.9%
Total	$239,925	100.0%	$0	----	$0	----	$0	----	$0	----	$239,925	100.0%

Department of Public Health

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	0.0%	150	1.1%	0	----	150	1.1%
Cert. Arab American	0	----	0	----	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	1	5.3%	202	1.5%	0	----	203	1.5%
Cert. Latino American	0	----	0	----	0	0.0%	49	0.4%	0	----	49	0 4%
Cert. Non-Minority	0	----	0	----	3	15.8%	321	2.4%	0	----	324	2.4%
Non-Certified	0	----	0	----	15	78.9%	12,881	94.7%	0	----	12,896	94.7%
Total	0	----	0	----	19	100.0%	13,603	100.0%	0	----	13,622	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$206,824	0.8%	$0	----	$206,824	0.7%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$3,000	0.1%	$424,271	1.6%	$0	----	$427,271	1.4%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$78,090	0.3%	$0	----	$78,090	0.3%
Cert. Non-Minority	$0	----	$0	----	$304,666	7.4%	$617,126	2.3%	$0	----	$921,792	3.0%
Non-Certified	$0	----	$0	----	$3,782,230	92.5%	$25,151,766	95.0%	$0	----	$28,933,996	94.7%
Total	$0	----	$0	----	$4,089,896	100.0%	$26,478,078	100.0%	$0	----	$30,567,974	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$202,269	0.8%	$0	----	$202,269	0.7%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$2,915	0.1%	$414,765	1.6%	$0	----	$417,680	1.5%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$77,222	0.3%	$0	----	$77,222	0.3%
Cert. Non-Minority	$0	----	$0	----	$112,100	3.9%	$602,653	2.3%	$0	----	$714,753	2.5%
Non-Certified	$0	----	$0	----	$2,772,424	96.0%	$24,531,555	95.0%	$0	----	$27,303,979	95.1%
Total	$0	----	$0	----	$2,887,439	100.0%	$25,828,463	100.0%	$0	----	$28,715,902	100.0%

Department of Public Health

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
					0							

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Department of Public Transportation-MUNI

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	0.0%	0	----	0	----	93	0.7%	0	----	93	0.7%
Cert. Arab American	0	0.0%	0	----	0	----	34	0.3%	0	----	34	0.3%
Cert. Asian American	0	0.0%	0	----	0	----	239	1.9%	0	----	239	1.9%
Cert. Latino American	0	0.0%	0	----	0	----	28	0.2%	0	----	28	0.2%
Cert. Non-Minority	0	0.0%	0	----	0	----	1,525	12.1%	0	----	1,525	12.1%
Non-Certified	1	100.0%	0	----	0	----	10,726	84.8%	0	----	10,727	84.8%
Total	1	100.0%	0	----	0	----	12,645	100.0%	0	----	12,646	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	0.0%	$0	----	$0	----	$71,670	0.2%	$0	----	$71,670	0.2%
Cert. Arab American	$0	0.0%	$0	----	$0	----	$14,659	0.0%	$0	----	$14,659	0.0%
Cert. Asian American	$0	0.0%	$0	----	$0	----	$373,496	1.2%	$0	----	$373,496	0.9%
Cert. Latino American	$0	0.0%	$0	----	$0	----	$59,343	0.2%	$0	----	$59,343	0.1%
Cert. Non-Minority	$0	0.0%	$0	----	$0	----	$6,175,728	20.6%	$0	----	$6,175,728	14.6%
Non-Certified	$12,478,254	100.0%	$0	----	$0	----	$23,258,533	77.6%	$0	----	$35,736,787	84.2%
Total	$12,478,254	100.0%	$0	----	$0	----	$29,953,429	100.0%	$0	----	$42,431,683	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	0.0%	$0	----	$0	----	$65,348	0.2%	$0	----	$65,348	0.2%
Cert. Arab American	$0	0.0%	$0	----	$0	----	$14,659	0.1%	$0	----	$14,659	0.0%
Cert. Asian American	$0	0.0%	$0	----	$0	----	$365,109	1.3%	$0	----	$365,109	0.9%
Cert. Latino American	$0	0.0%	$0	----	$0	----	$59,136	0.2%	$0	----	$59,136	0.2%
Cert. Non-Minority	$0	0.0%	$0	----	$0	----	$6,052,648	21.4%	$0	----	$6,052,648	15.5%
Non-Certified	$10,636,535	100.0%	$0	----	$0	----	$21,752,821	76.8%	$0	----	$32,389,356	83.2%
Total	$10,636,535	100.0%	$0	----	$0	----	$28,309,721	100.0%	$0	----	$38,946,255	100.0%

Department of Public Transportation-MUNI

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	2	20.0%	0	----	0	----	0	----	0	----	2	20.0%
Cert. Arab American	0	0.0%	0	----	0	----	0	----	0	----	0	0.0%
Cert. Asian American	3	30.0%	0	----	0	----	0	----	0	----	3	30.0%
Cert. Latino American	3	30.0%	0	----	0	----	0	----	0	----	3	30.0%
Cert. Non-Minority	0	0.0%	0	----	0	----	0	----	0	----	0	0.0%
Non-Minority	2	20.0%	0	----	0	----	0	----	0	----	2	20.0%
Total	10	100.0%	0	----	0	----	0	----	0	----	10	100.0%

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$704,000	21.2%	$0	----	$0	----	$0	----	$0	----	$704,000	21.2%
Cert. Arab American	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Cert. Asian American	$498,000	15.0%	$0	----	$0	----	$0	----	$0	----	$498,000	15.0%
Cert. Latino American	$1,150,000	34.6%	$0	----	$0	----	$0	----	$0	----	$1,150,000	34.6%
Cert. Non-Minority	$0	0.0%	$0	----	$0	----	$0	----	$0	----	$0	0.0%
Non-Minority	$975,000	29.3%	$0	----	$0	----	$0	----	$0	----	$975,000	29.3%
Total	$3,327,000	100.0%	$0	----	$0	----	$0	----	$0	----	$3,327,000	100.0%

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Public Utilities Commission

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	2	1.3%	0	0.0%	0	0.0%	303	1.5%	0	----	305	1.5%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Asian American	8	5.4%	0	0.0%	5	15.6%	91	0.5%	0	----	104	0.5%
Cert. Latino American	21	14.1%	0	0.0%	0	0.0%	69	0.3%	0	----	90	0.5%
Cert. Non-Minority	69	46.3%	0	0.0%	2	6.3%	868	4.4%	0	----	939	4.7%
Non-Certified	49	32.9%	5	100.0%	25	78.1%	18,482	93.3%	0	----	18,561	92.8%
Total	149	100.0%	5	100.0%	32	100.0%	19,813	100.0%	0	----	19,999	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$2,000,000	1.7%	$0	0.0%	$0	0.0%	$258,143	1.7%	$0	----	$2,258,143	1.6%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$7,144,180	6.2%	$0	0.0%	$1,622,975	11.0%	$322,695	2.2%	$0	----	$9,089,850	6.3%
Cert. Latino American	$23,970,057	20.8%	$0	0.0%	$0	0.0%	$49,381	0.3%	$0	----	$24,019,438	16.5%
Cert. Non-Minority	$41,460,158	36.0%	$0	0.0%	$643,190	4.4%	$614,156	4.1%	$0	----	$42,717,504	29.4%
Non-Certified	$40,641,672	35.3%	$242,780	100.0%	$12,450,192	84.6%	$13,741,097	91.7%	$0	----	$67,075,740	46.2%
Total	$115,216,067	100.0%	$242,780	100.0%	$14,716,357	100.0%	$14,985,472	100.0%	$0	----	$145,160,675	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$470,114	0.9%	$0	0.0%	$0	0.0%	$258,051	1.8%	$0	----	$728,165	0.9%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$1,522,705	2.8%	$0	0.0%	$761,226	7.8%	$322,695	2.2%	$0	----	$2,606,627	3.3%
Cert. Latino American	$7,011,483	12.8%	$0	0.0%	$0	0.0%	$49,381	0.3%	$0	----	$7,060,864	8.9%
Cert. Non-Minority	$30,285,426	55.3%	$0	0.0%	$294,418	3.0%	$606,055	4.1%	$0	----	$31,185,900	39.3%
Non-Certified	$15,454,941	28.2%	$218,853	100.0%	$8,730,634	89.2%	$13,403,573	91.6%	$0	----	$37,808,002	47.6%
Total	$54,744,671	100.0%	$218,853	100.0%	$9,786,278	100.0%	$14,639,755	100.0%	$0	----	$79,389,558	100.0%

Public Utilities Commission

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	25	14.9%	0	0.0%	12	25.0%	0	----	0	----	37	17.1%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	0	----	0	----	0	0.0%
Cert. Asian American	41	24.4%	1	100.0%	14	29.2%	0	----	0	----	56	25.8%
Cert. Latino American	59	35.1%	0	0.0%	4	8.3%	0	----	0	----	63	29.0%
Cert. Non-Minority	0	0.0%	0	0.0%	0	0.0%	0	----	0	----	0	0.0%
Non-Minority	43	25.6%	0	0.0%	18	37.5%	0	----	0	----	61	28.1%
Total	168	100.0%	1	100.0%	48	100.0%	0	----	0	----	217	100.0%

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$1,903,150	12.6%	$0	0.0%	$345,369	47.5%	$0	----	$0	----	$2,248,519	14.2%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Cert. Asian American	$5,213,276	34.5%	$31,248	100.0%	$25,000	3.4%	$0	----	$0	----	$5,269,524	33.2%
Cert. Latino American	$3,116,952	20.6%	$0	0.0%	$226,500	31.1%	$0	----	$0	----	$3,343,452	21.1%
Cert. Non-Minority	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Non-Minority	$4,875,800	32.3%	$0	0.0%	$130,530	17.9%	$0	----	$0	----	$5,006,330	31.6%
Total	$15,109,178	100.0%	$31,248	100.0%	$727,399	100.0%	$0	----	$0	----	$15,867,825	100.0%

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$1,128,035	16.1%	$0	0.0%	$572,435	28.9%	$0	----	$0	----	$1,700,470	18.9%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Cert. Asian American	$824,131	11.8%	$31,292	100.0%	$572,818	28.9%	$0	----	$0	----	$1,428,241	15.9%
Cert. Latino American	$2,610,396	37.3%	$0	0.0%	$163,873	8.3%	$0	----	$0	----	$2,774,269	30.8%
Cert. Non-Minority	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Non-Minority	$2,431,073	34.8%	$0	0.0%	$673,704	34.0%	$0	----	$0	----	$3,104,777	34.5%
Total	$6,993,635	100.0%	$31,292	100.0%	$1,982,830	100.0%	$0	----	$0	----	$9,007,757	100.0%

Department of Public Works

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	1	1.8%	1	1.4%	0	0.0%	107	1.6%	0	----	109	1.6%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	31	0.5%	0	----	31	0.5%
Cert. Asian American	12	21.8%	13	17.8%	19	15.0%	20	0.3%	0	----	64	0.9%
Cert. Latino American	4	7.3%	4	5.5%	2	1.6%	18	0.3%	0	----	28	0.4%
Cert. Non-Minority	6	10.9%	8	11.0%	6	4.7%	423	6.5%	0	----	443	6.5%
Non-Certified	32	58.2%	47	64.4%	100	78.7%	5,929	90.8%	0	----	6,108	90.0%
Total	55	100.0%	73	100.0%	127	100.0%	6,528	100.0%	0	----	6,783	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$358,200	0.4%	$67,795	0.1%	$0	0.0%	$94,722	1.3%	$0	----	$520,717	0.2%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$18,659	0.3%	$0	----	$18,659	0.0%
Cert. Asian American	$6,709,164	7.5%	$13,908,674	18.4%	$2,154,933	4.2%	$20,462	0.3%	$0	----	$22,793,233	10.2%
Cert. Latino American	$3,266,992	3.6%	$9,725,562	12.9%	$35,341	0.1%	$6,676	0.1%	$0	----	$13,034,571	5.8%
Cert. Non-Minority	$4,491,819	5.0%	$19,330,778	25.6%	$364,530	0.7%	$356,304	4.9%	$0	----	$24,543,432	10.9%
Non-Certified	$75,196,055	83.5%	$32,513,577	43.0%	$49,013,347	95.0%	$6,829,863	93.2%	$0	----	$163,552,842	72.9%
Total	$90,022,230	100.0%	$75,546,386	100.0%	$51,568,151	100.0%	$7,326,687	100.0%	$0	----	$224,463,453	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$248,788	0.3%	$0	0.0%	$0	0.0%	$94,170	1.3%	$0	----	$342,958	0.3%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$18,659	0.3%	$0	----	$18,659	0.0%
Cert. Asian American	$4,852,534	6.0%	$7,101,457	19.5%	$640,171	9.8%	$18,844	0.3%	$0	----	$12,613,006	9.6%
Cert. Latino American	$2,451,640	3.0%	$3,876,597	10.7%	$325	0.0%	$6,676	0.1%	$0	----	$6,335,237	4.8%
Cert. Non-Minority	$3,622,331	4.5%	$9,856,971	27.1%	$124,807	1.9%	$351,736	4.9%	$0	----	$13,955,846	10.7%
Non-Certified	$69,591,673	86.2%	$15,521,712	42.7%	$5,791,360	88.3%	$6,672,604	93.2%	$0	----	$97,577,348	74.6%
Total	$80,766,965	100.0%	$36,356,737	100.0%	$6,556,663	100.0%	$7,162,690	100.0%	$0	----	$130,843,055	100.0%

Department of Public Works

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	22	15.0%	22	24.4%	4	20.0%	0	----	0	----	48	18.7%
Cert. Arab American	0	0.0%	0	0.0%	0	0.0%	0	----	0	----	0	0.0%
Cert. Asian American	57	38.8%	34	37.8%	7	35.0%	0	----	0	----	98	38.1%
Cert. Latino American	32	21.8%	18	20.0%	1	5.0%	0	----	0	----	51	19.8%
Cert. Non-Minority	0	0.0%	0	0.0%	0	0.0%	0	----	0	----	0	0.0%
Non-Minority	36	24.5%	16	17.8%	8	40.0%	0	----	0	----	60	23.3%
Total	147	100.0%	90	100.0%	20	100.0%	0	----	0	----	257	100.0%

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$3,731,850	11.7%	$3,174,566	22.8%	$2,000	0.4%	$0	----	$0	----	$6,908,416	14.9%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Cert. Asian American	$6,666,474	21.0%	$3,939,370	28.3%	$420,610	78.0%	$0	----	$0	----	$11,026,454	23.9%
Cert. Latino American	$9,422,440	29.6%	$5,101,207	36.7%	$0	0.0%	$0	----	$0	----	$14,523,647	31.4%
Cert. Non-Minority	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Non-Minority	$11,961,894	37.6%	$1,687,481	12.1%	$116,712	21.6%	$0	----	$0	----	$13,766,087	29.8%
Total	$31,782,658	100.0%	$13,902,624	100.0%	$539,322	100.0%	$0	----	$0	----	$46,224,604	100.0%

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$4,149,067	16.1%	$1,086,487	29.4%	$249,955	37.4%	$0	----	$0	----	$5,485,509	18.2%
Cert. Arab American	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Cert. Asian American	$5,479,161	21.2%	$1,089,198	29.5%	$262,714	39.3%	$0	----	$0	----	$6,831,073	22.6%
Cert. Latino American	$8,836,640	34.2%	$1,192,833	32.3%	$28,668	4.3%	$0	----	$0	----	$10,058,141	33.3%
Cert. Non-Minority	$0	0.0%	$0	0.0%	$0	0.0%	$0	----	$0	----	$0	0.0%
Non-Minority	$7,368,501	28.5%	$327,903	8.9%	$127,211	19.0%	$0	----	$0	----	$7,823,615	25.9%
Total	$25,833,369	100.0%	$3,696,421	100.0%	$668,549	100.0%	$0	----	$0	----	$30,198,339	100.0%

Department of Purchasing

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	13	0.6%	0	----	13	0.6%
Cert. Arab American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	----	42	2.0%	0	----	42	2.0%
Cert. Latino American	0	----	0	----	0	----	6	0.3%	0	----	6	0.3%
Cert. Non-Minority	0	----	0	----	0	----	133	6.3%	0	----	133	6.3%
Non-Certified	0	----	0	----	0	----	1,907	90.8%	0	----	1,907	90.8%
Total	0	----	0	----	0	----	2,101	100.0%	0	----	2,101	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$386,128	4.6%	$0	----	$386,128	4.6%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$390,264	4.6%	$0	----	$390,264	4.6%
Cert. Latino American	$0	----	$0	----	$0	----	$5,862	0.1%	$0	----	$5,862	0.1%
Cert. Non-Minority	$0	----	$0	----	$0	----	$355,570	4.2%	$0	----	$355,570	4.2%
Non-Certified	$0	----	$0	----	$0	----	$7,309,972	86.5%	$0	----	$7,309,972	86.5%
Total	$0	----	$0	----	$0	----	$8,447,796	100.0%	$0	----	$8,447,796	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$386,128	4.6%	$0	----	$386,128	4.6%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$382,023	4.6%	$0	----	$382,023	4.6%
Cert. Latino American	$0	----	$0	----	$0	----	$5,862	0.1%	$0	----	$5,862	0.1%
Cert. Non-Minority	$0	----	$0	----	$0	----	$352,760	4.2%	$0	----	$352,760	4.2%
Non-Certified	$0	----	$0	----	$0	----	$7,244,961	86.5%	$0	----	$7,244,961	86.5%
Total	$0	----	$0	----	$0	----	$8,371,734	100.0%	$0	----	$8,371,734	100.0%

Department of Purchasing

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
					0							

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Department of Telecommunications and Informational Services

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	1	1.6%	29	2.2%	1	1.2%	31	2.1%
Cert. Arab American	0	----	0	----	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Cert. Asian American	0	----	0	----	2	3.3%	3	0.2%	0	0.0%	5	0.3%
Cert. Latino American	0	----	0	----	2	3.3%	10	0.8%	1	1.2%	13	0.9%
Cert. Non-Minority	0	----	0	----	2	3.3%	87	6.6%	2	2.4%	91	6.2%
Non-Certified	0	----	0	----	54	88.5%	1,189	90.2%	78	95.1%	1,321	90.4%
Total	0	----	0	----	61	100.0%	1,318	100.0%	82	100.0%	1,461	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$11,025	0.1%	$17,815	0.4%	$2,599	0.0%	$31,439	0.1%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	0.0%	$0	0.0%
Cert. Asian American	$0	----	$0	----	$100,000	0.5%	$4,279	0.1%	$0	0.0%	$104,279	0.3%
Cert. Latino American	$0	----	$0	----	$75,000	0.3%	$19,699	0.4%	$158	0.0%	$94,858	0.3%
Cert. Non-Minority	$0	----	$0	----	$180,000	0.8%	$28,355	0.6%	$140,420	1.8%	$348,775	1.0%
Non-Certified	$0	----	$0	----	$21,118,536	98.3%	$4,930,239	98.6%	$7,636,355	98.2%	$33,685,130	98.3%
Total	$0	----	$0	----	$21,484,561	100.0%	$5,000,387	100.0%	$7,779,532	100.0%	$34,264,480	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$11,025	0.1%	$17,815	0.4%	$2,599	0.1%	$31,439	0.2%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	0.0%	$0	0.0%
Cert. Asian American	$0	----	$0	----	$20,318	0.2%	$2,394	0.1%	$0	0.0%	$22,712	0.1%
Cert. Latino American	$0	----	$0	----	$20,107	0.2%	$19,699	0.4%	$158	0.0%	$39,965	0.2%
Cert. Non-Minority	$0	----	$0	----	$146,249	1.8%	$28,355	0.6%	$115,388	2.9%	$289,992	1.7%
Non-Certified	$0	----	$0	----	$8,145,397	97.6%	$4,680,984	98.6%	$3,866,360	97.0%	$16,692,740	97.8%
Total	$0	----	$0	----	$8,343,095	100.0%	$4,749,247	100.0%	$3,984,505	100.0%	$17,076,848	100.0%

Department of Telecommunications and Informational Services

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Retirement System

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Arab American	0	----	0	----	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	0.0%	0	0.0%	0	----	0	0.0%
Cert. Latino American	0	----	0	----	0	0.0%	2	0.7%	0	----	2	0.5%
Cert. Non-Minority	0	----	0	----	0	0.0%	13	4.4%	0	----	13	3.5%
Non-Certified	0	----	0	----	77	100.0%	279	94.9%	0	----	356	96.0%
Total	0	----	0	----	77	100.0%	294	100.0%	0	----	371	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$127	0.1%	$0	----	$127	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	0.0%	$5,867	4.8%	$0	----	$5,867	0.0%
Non-Certified	$0	----	$0	----	$29,200,458	100.0%	$115,278	95.1%	$0	----	$29,315,737	100.0%
Total	$0	----	$0	----	$29,200,458	100.0%	$121,273	100.0%	$0	----	$29,321,731	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	0.0%	$0	0.0%	$0	----	$0	0.0%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$127	0.1%	$0	----	$127	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	0.0%	$5,867	4.9%	$0	----	$5,867	0.0%
Non-Certified	$0	----	$0	----	$12,714,503	100.0%	$112,851	95.0%	$0	----	$12,827,355	100.0%
Total	$0	----	$0	----	$12,714,503	100.0%	$118,846	100.0%	$0	----	$12,833,349	100.0%

Retirement System

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Treasurer/Tax Collector

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Arab American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Asian American	0	----	0	----	0	----	2	0.9%	0	----	2	0.9%
Cert. Latino American	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Cert. Non-Minority	0	----	0	----	0	----	0	0.0%	0	----	0	0.0%
Non-Certified	0	----	0	----	0	----	233	99.1%	0	----	233	99.1%
Total	0	----	0	----	0	----	235	100.0%	0	----	235	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$335	0.3%	$0	----	$335	0.3%
Cert. Latino American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Non-Certified	$0	----	$0	----	$0	----	$100,666	99.7%	$0	----	$100,666	99.7%
Total	$0	----	$0	----	$0	----	$101,001	100.0%	$0	----	$101,001	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Arab American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Asian American	$0	----	$0	----	$0	----	$335	0.3%	$0	----	$335	0.3%
Cert. Latino American	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	0.0%	$0	----	$0	0.0%
Non-Certified	$0	----	$0	----	$0	----	$100,666	99.7%	$0	----	$100,666	99.7%
Total	$0	----	$0	----	$0	----	$101,001	100.0%	$0	----	$101,001	100.0%

Treasurer/Tax Collector

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

0

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

Other Departments

Number of Prime Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	0.0%	310	0.8%	0	0.0%	310	0.8%
Cert. Arab American	0	----	0	----	0	0.0%	81	0.2%	0	0.0%	81	0.2%
Cert. Asian American	0	----	0	----	0	0.0%	409	1.1%	0	0.0%	409	1.1%
Cert. Latino American	0	----	0	----	0	0.0%	176	0.5%	1	4.0%	177	0.5%
Cert. Non-Minority	0	----	0	----	0	0.0%	1,646	4.5%	0	0.0%	1,646	4.5%
Non-Certified	0	----	0	----	3	100.0%	34,146	92.9%	24	96.0%	34,173	92.9%
Total	0	----	0	----	3	100.0%	36,768	100.0%	25	100.0%	36,796	100.0%

Prime Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$4,056,342	1.7%	$0	0.0%	$4,056,342	1.6%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$117,386	0.0%	$0	0.0%	$117,386	0.0%
Cert. Asian American	$0	----	$0	----	$0	0.0%	$5,026,609	2.1%	$0	0.0%	$5,026,609	2.0%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$2,709,823	1.1%	$197	0.0%	$2,710,020	1.1%
Cert. Non-Minority	$0	----	$0	----	$0	0.0%	$5,409,170	2.2%	$0	0.0%	$5,409,170	2.2%
Non-Certified	$0	----	$0	----	$1,013,159	100.0%	$225,392,914	92.9%	$4,685,498	100.0%	$231,091,571	93.0%
Total	$0	----	$0	----	$1,013,159	100.0%	$242,712,245	100.0%	$4,685,695	100.0%	$248,411,099	100.0%

Prime Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	0.0%	$1,760,003	1.1%	$0	0.0%	$1,760,003	1.1%
Cert. Arab American	$0	----	$0	----	$0	0.0%	$105,805	0.1%	$0	0.0%	$105,805	0.1%
Cert. Asian American	$0	----	$0	----	$0	0.0%	$2,415,917	1.5%	$0	0.0%	$2,415,917	1.5%
Cert. Latino American	$0	----	$0	----	$0	0.0%	$1,189,143	0.7%	$197	0.0%	$1,189,340	0.7%
Cert. Non-Minority	$0	----	$0	----	$0	0.0%	$4,357,198	2.7%	$0	0.0%	$4,357,198	2.6%
Non-Certified	$0	----	$0	----	$2,349	100.0%	$154,052,914	94.0%	$932,473	100.0%	$154,987,736	94.0%
Total	$0	----	$0	----	$2,349	100.0%	$163,880,980	100.0%	$932,670	100.0%	$164,816,000	100.0%

Other Departments

Number of Sub Contracts

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent	Freq	Percent
Cert. African American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Arab American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Asian American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Latino American	0	----	0	----	0	----	0	----	0	----	0	----
Cert. Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Non-Minority	0	----	0	----	0	----	0	----	0	----	0	----
Total	0	----	0	----	0	----	0	----	0	----	0	----

Sub Award

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent	Award	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
					0							

Sub Payment

	Construction		A&E		Professional Services		Purchasing		Telecommunication		All Industries	
	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent	Payment	Percent
Cert. African American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Arab American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Asian American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Latino American	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Cert. Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Non-Minority	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----
Total	$0	----	$0	----	$0	----	$0	----	$0	----	$0	----

APPENDIX 2

Data Gathered from January 1, 1998 - May 24, 2000
Departmental Progress towards meeting Mayor's MBE Goals

Department	Construction		A&E		Professional Serv		Purchasing		Telecommunications	
	Award	Payment	Award	Payment	Award	Payment	Award	Payment	Award	Payment
Airport Commision	11.43%	1.31%	9.71%	0.00%	3.72%	5.82%	1.37%	1.50%	----	----
City Attoney's Office	----	----	----	----	----	----	0.00%	0.00%	----	----
Department of Human Resources	----	----	----	----	----	----	0.17%	0.17%	----	----
Department of Human Services	----	----	----	----	----	----	7.89%	7.71%	----	----
Parking and Traffic Commission	----	----	----	----	0.00%	0.00%	1.30%	1.18%	----	----
Port	33.24%	19.85%	46.37%	----	3.72%	4.13%	1.91%	1.99%	----	----
Department of Public Health	----	----	----	----	0.07%	0.10%	2.68%	2.69%	----	----
Department of Public Transportation	14.79%	0.00%	----	----	----	----	1.73%	1.78%	----	----
Public Utilities Commission	32.00%	21.11%	9.13%	10.52%	13.63%	15.67%	4.21%	4.30%	----	----
Department of Public Works	21.69%	22.18%	35.37%	33.18%	5.00%	15.64%	1.92%	1.93%	----	----
Purchasing	----	----	----	----	----	----	9.26%	9.25%	----	----
Department of Telecommunications	----	----	----	----	0.87%	0.62%	0.84%	0.84%	0.04%	0.07%
Retirement System	----	----	----	----	0.00%	0.00%	0.11%	0.11%	----	----
Treasurer/Tax Collector	----	----	----	----	----	----	0.33%	0.33%	----	----
Other Departments	----	----	----	----	0.00%	0.00%	4.91%	3.34%	0.00%	0.02%
All Departments	17.63%	12.92%	35.11%	32.80%	3.03%	6.03%	4.17%	3.13%	0.02%	0.06%

MAYOR'S MBE GOALS	
Architecture	45%
Construction	40%
Engineering	35%
Professional Services	16%
Telecommunications	38%
Purchasing	15%

Data Gathered from January 1, 1998 – February 22, 2000

Departmental Progress towards meeting Mayor's MBE Goals

Department	Construction		A&E		Professional Serv		Purchasing		Telecommunications	
	Award	Payment	Award	Payment	Award	Payment	Award	Payment	Award	Payment
Airport Commision	11.81%	2.87%	17.50%	0.00%	2.64%	8.22%	10.35%	11.23%	----	----
Department of Public Transportation	14.79%	0.00%	----	----	----	----	2.41%	2.42%	----	----
Department of Public Works	22.71%	23.55%	41.30%	34.32%	16.25%	34.79%	2.79%	2.74%	----	----
Department of Telecommunications	----	----	----	----	1.76%	1.55%	0.96%	0.90%	0.04%	0.10%
Parking and Traffic Commission	----	----	----	----	0.00%	0.00%	2.38%	2.08%	----	----
Port	8.68%	36.75%	0.00%	0.00%	3.46%	3.27%	3.34%	3.28%	----	----
Public Utilities Commission	27.23%	19.68%	9.13%	10.52%	19.14%	20.79%	5.28%	5.39%	----	----
City Attoney's Office	----	----	----	----	----	----	0.17%	0.17%	----	----
Department of Human Resources	----	----	----	----	----	----	0.18%	0.19%	----	----
Department of Human Services	----	----	----	----	----	----	8.54%	7.95%	----	----
Department of Public Health	----	----	----	----	1.41%	2.44%	6.35%	6.26%	----	----
Retirement System	----	----	----	----	0.00%	0.00%	0.00%	0.00%	----	----
Treasurer/Tax Collector	----	----	----	----	----	----	0.34%	0.34%	----	----
Other Departments	----	----	----	----	0.00%	----	6.11%	5.33%	0.00%	0.00%
Purchasing	----	----	----	----	----	----	10.02%	10.07%	----	----
All Departments	16.15%	14.04%	41.00%	33.92%	3.38%	8.41%	5.95%	5.50%	0.02%	0.09%

MAYOR'S MBE GOALS	
Architecture	45%
Construction	40%
Engineering	35%
Professional Services	16%
Telecommunications	38%
Purchasing	15%

Data Gathered from January 1, 1998 - May 24, 2000
Departmental Progress towards meeting Mayor's WBE Goals

Department	Construction		A&E		Professional Serv		Purchasing		Telecommunications	
	Award	Payment	Award	Payment	Award	Payment	Award	Payment	Award	Payment
Airport Commision	6.50%	7.84%	9.93%	0.00%	3.42%	8.72%	2.14%	2.28%	----	----
City Attoney's Office	----	----	----	----	----	----	0.00%	0.00%	----	----
Department of Human Resources	----	----	----	----	----	----	0.85%	0.86%	----	----
Department of Human Services	----	----	----	----	----	----	1.76%	1.76%	----	----
Parking and Traffic Commission	----	----	----	----	0.00%	0.00%	1.40%	1 28%	----	----
Port	51.11%	43.34%	0.00%	----	13.86%	10.42%	0.91%	0.94%	----	----
Department of Public Health	----	----	----	----	7.52%	3.98%	1.70%	1.69%	----	----
Department of Public Transportation	2.36%	0.00%	----	----	----	----	16.78%	17.63%	----	----
Public Utilities Commission	18.28%	26.66%	9.13%	10.52%	9.39%	14.30%	2.26%	2.31%	----	----
Department of Public Works	5.02%	4.83%	19.78%	23.05%	2.01%	5.71%	2.51%	2.54%	----	----
Purchasing	----	----	----	----	----	----	8.95%	8.99%	----	----
Department of Telecommunications	----	----	----	----	0.89%	1.89%	0.56%	0.59%	0.04%	0.07%
Retirement System	----	----	----	----	0.00%	0.00%	0.31%	0.32%	----	----
Treasurer/Tax Collector	----	----	----	----	----	----	0.33%	0.33%	----	----
Other Departments	----	----	----	----	0.00%	0.00%	2.80%	2 42%	0.00%	0.00%
All Departments	9.32%	10.72%	19.68%	22.81%	2.09%	5.29%	3.84%	3.96%	0.02%	0.06%

MAYOR'S WBE GOALS	
Architecture	28%
Construction	13%
Engineering	25%
Professional Services	14%
Telecommunications	23%
Purchasing	9%

Data Gathered from January 1, 1998 – February 22, 2000

Departmental Progress towards meeting Mayor's WBE Goals

Department	Construction		A&E		Professional Serv		Purchasing		Telecommunications	
	Award	Payment	Award	Payment	Award	Payment	Award	Payment	Award	Payment
Airport Commision	6.36%	7.99%	17.90%	0.00%	2.74%	14.77%	11.65%	12.58%	----	----
Department of Public Transportation	2.36%	0.00%	----	----	----	----	18.56%	19.60%	----	----
Department of Public Works	5.28%	5.47%	24.05%	17.88%	8.95%	12.94%	7.15%	7.16%	----	----
Department of Telecommunications	----	----	----	----	1.78%	3.03%	62.93%	66.71%	0.38%	0.74%
Parking and Traffic Commission	----	----	----	----	0.00%	0.00%	3.40%	3.14%	----	----
Port	81.41%	26.83%	0.00%	0.00%	2.59%	2.57%	2.75%	2.69%	----	----
Public Utilities Commission	23.25%	29.24%	9.13%	10.52%	11.12%	13.86%	5.31%	5.33%	----	----
City Attoney's Office	----	----	----	----	----	----	0.39%	0.39%	----	----
Department of Human Resources	----	----	----	----	----	----	2.13%	2.16%	----	----
Department of Human Services	----	----	----	----	----	----	3.14%	3.20%	----	----
Department of Public Health	----	----	----	----	50.67%	31.77%	6.02%	5.60%	----	----
Retirement System	----	----	----	----	0.00%	0.00%	9.46%	7.41%	----	----
Treasurer/Tax Collector	----	----	----	----	----	----	0.34%	0.34%	----	----
Other Departments	----	----	----	----	0.00%	----	12.86%	10.12%	0.00%	0.00%
Purchasing	----	----	----	----	----	----	10.30%	10.34%	----	----
All Departments	9.75%	10.91%	23.93%	17.72%	2.39%	6.14%	12.70%	11.18%	0.23%	0.62%

MAYOR'S WBE GOALS	
Architecture	28%
Construction	13%
Engineering	25%
Professional Services	14%
Telecommunications	23%
Purchasing	9%

APPENDIX 3

citycenter

Human Rights Commission
Citywide Diversity Tracking System
Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION
Contract: 3384B
Taxiway "Q" Extension-Phase B

Contract Award Amount $ 1,278,030.00
Contract Payments $ 1,225,070.61

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
J M B CONSTRUCTION	Y	N	Y	Subcontractor	$ 428,205.00		33.5%	$ 0.00	0.0%
CENTRAL FENCE CO	N	N	N	Subcontractor	$ 24,130.00		1.9%	$ 0.00	0.0%
BAYSHORE SECURITY SERVICE	Y	Y	N	Subcontractor	$ 9,120.00		0.7%	$ 0.00	0.0%
AFA CONSTRUCTION	Y	Y	N	Subcontractor	$ 13,940.00		1.1%	$ 0.00	0.0%
AIRPORT PAVEMENT MARKINGS INC	Y	N	Y	Subcontractor	$ 9,500.00		0.7%	$ 0.00	0.0%
PAVEX CONSTRUCTION DIV OF GRANITE ROCK CO	N	N	N	Prime Contractor	$ 793,135.00		62.1%	$ 1,225,070.61	100.0%
				Allocated amounts	$ 1,278,030.00	$ 0.00		$ 1,225,070.61	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 1,278,030.00	$ 0.00		$ 1,225,070.61	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: 3586R

Surf. Movmt. Guidance & Control Sys. Ph1

Contract Award Amount $ 295,250.00

Contract Payments $ 292,466.38

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
RUSS ENTERPRISES INC	Y	N	Y	Subcontractor	$ 18,000.00		6.1%	$ 0.00	0.0%
LINEAR OPTIONS INC	N	N	N	Prime Contractor	$ 207,250.00		70.2%	$ 292,466.38	100.0%
SHELDRAKE & MUMFORD, INC.	N	N	N	Subcontractor	$ 70,000.00		23.7%	$ 0.00	0.0%
				Allocated amounts	$ 295,250.00	$ 0.00		$ 292,466.38	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 295,250.00	$ 0.00		$ 292,466.38	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION
Contract: 5521.1
BOARDING AREA "G" APRON

Contract Award Amount $ 119,000.00
Contract Payments $ 119,000.00

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
GEOTECHNICAL CONSULTANTS INC	Y	N	N	Subcontractor	$ 9,774.00		8.2%	$ 9,774.31	8.2%
I C F KAISER ENGINEERS	N	N	N	Prime Contractor	$ 109,226.00		91.8%	$ 109,225.69	91.8%
				Allocated amounts	$ 119,000.00	$ 0.00		$ 119,000.00	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 119,000.00	$ 0.00		$ 119,000.00	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: 1074H

LAGUNA HONDA HOSPITAL MAINT. BLDG RENOV

Contract Award Amount $ 173,000.00

Contract Payments $ 129,808.18

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
HOME DEPOT	N	N	N	Subcontractor	$ 0.00		0.0%	$ 4,422.14	3.4%
M J B STEEL PRODUCTS CO INC	N	N	N	Subcontractor	$ 0.00		0.0%	$ 835.10	0.6%
MULLER CONSTRUCTION SUPPLY INC	N	N	N	Subcontractor	$ 0.00		0.0%	$ 798.17	0.6%
TAMARAS SUPPLY INC	N	N	N	Subcontractor	$ 0.00		0.0%	$ 3,629.54	2.8%
U-SAVE EQUIPMENT RENTAL	N	N	N	Subcontractor	$ 0.00		0.0%	$ 2,909.02	2.2%
HANSON ELECTRICAL CONTRACTING	Y	Y	N	Subcontractor	$ 0.00		0.0%	$ 7,986.47	6.2%
SIERRA POINT LUMBER & PLYWOOD CO INC.	N	N	N	Subcontractor	$ 0.00		0.0%	$ 2,580.31	2.0%
ALL AMERICAN TILE & TERRAZZO INC	N	Y	N	Subcontractor	$ 0.00		0.0%	$ 10,000.00	7.7%
HILTI INC	N	N	N	Subcontractor	$ 0.00		0.0%	$ 1,195.29	0.9%
NATIONAL PLUMBING	Y	Y	N	Subcontractor	$ 0.00		0.0%	$ 23,000.00	17.7%
CITY LUMBER & HARDWARE	Y	Y	Y	Subcontractor	$ 0.00		0.0%	$ 12,000.00	9.2%
ADMOND CONSTRUCTION INC	Y	Y	N	Subcontractor	$ 173,000.00		100.0%	$ 28,106.13	21.7%
KAISER GLASS CORP	N	N	N	Subcontractor	$ 0.00		0.0%	$ 0.00	0.0%
PACIFIC SCAFFOLD CO	N	N	N	Subcontractor	$ 0.00		0.0%	$ 800.00	0.6%
SAVE ON INC	N	N	N	Subcontractor	$ 0.00		0.0%	$ 11,675.00	9.0%
DEES-HENNESSEY INC	N	N	N	Subcontractor	$ 0.00		0.0%	$ 12,985.00	10.0%
JUPITER ENTERPRISE	N	N	N	Subcontractor	$ 0.00		0.0%	$ 6,886.01	5.3%
				Allocated amounts	$ 173,000.00	$ 0.00		$ 129,808.18	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 173,000.00	$ 0.00		$ 129,808.18	100.0%

Contract Summary

citycenter

Human Rights Commission
Citywide Diversity Tracking System
Online FAMIS extract date 05/27/2000

Contract Financial Summary
Department: HUMAN RIGHTS COMMISSION
Contract: 1103H
ZOO INFRASTRUCTURE

Contract Award Amount $ 8,970,008.00
Contract Payments $ 8,296,517.69

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
A ANSWER INC	Y	Y	Y	Subcontractor	$ 565,000.00		7.2%	$ 863,272.39	10.4%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
BAY AREA LANDSCAPING	N	N	N	Subcontractor	$ 45,000.00		0.6%	$ 0.00	0.0%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
SAN LUIS GONZAGA CONSTR	Y	Y	N	Subcontractor	$ 415,000.00		5.3%	$ 0.00	0.0%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
VIKING DRILLERS INC	N	N	N	Subcontractor	$ 160,000.00		2.0%	$ 130,000.00	1.6%
						$ 0.00	0.0%		
						$ 0.00	0.0%		

						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
PEAK ENGINEERING INC	Y	Y	N	Subcontractor	$ 320,000.00		4.1%	$ 87,382.66	1.1%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
COBRA TRUCKING	Y	Y	N	Subcontractor	$ 70,000.00		0.9%	$ 64,783.90	0.8%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
OWENS CONCRETE SAW & CO INC	Y	N	Y	Subcontractor	$ 20,000.00		0.3%	$ 16,853.28	0.2%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
RANGER/D'ARCY & HARTY J/V	N	N	N	Prime Contractor	$ 4,741,328.00		60.2%	$ 6,209,786.46	74.8%
						$ 34,632.00	3.2%		
						$ 72,180.00	6.6%		
						$ 241,410.00	22.1%		
						$ 73,271.00	6.7%		
						$ 47,045.00	4.3%		
						$ 49,432.00	4.5%		
						$ 116,149.00	10.6%		

						$ 457,561.00	41.9%		
BASS ELECTRIC	Y	Y	N	Subcontractor	$ 262,000.00		3.3%	$ 132,560.00	1.6%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
ELMORE PIPE JACKING INC.	N	N	N	Subcontractor	$ 1,280,000.00		16.2%	$ 791,879.00	9.5%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
						$ 0.00	0.0%		
Allocated amounts					$ 7,878,328.00	$ 1,091,680.00		$ 8,296,517.69	100.0%
Unallocated amounts					$ 0.00	$ 0.00		$ 0.00	0.0%
Contract Totals					$ 7,878,328.00	$ 1,091,680.00		$ 8,296,517.69	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: 1071H

SFFD STATION #26 IMPROVEMENTS - PHASE 3

Contract Award Amount $ 339,800.00

Contract Payments $ 340,595.33

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
LEONG D & S ASSOC INC	Y	Y	N	Subcontractor	$ 21,300.00		6.3%	$ 17,870.00	5.2%
YUM'S MECHANICAL CO INC	Y	Y	N	Subcontractor	$ 50,800.00		14.9%	$ 27,718.00	8.1%
TESCO INC	N	N	N	Subcontractor	$ 19,157.00		5.6%	$ 0.00	0.0%
KWAN WO IRONWORKS INC	Y	Y	Y	Subcontractor	$ 8,000.00		2.4%	$ 457.54	0.1%
A B M PAINTING CO	N	N	N	Subcontractor	$ 11,500.00		3.4%	$ 9,315.00	2.7%
CITY LUMBER & HARDWARE	Y	Y	Y	Subcontractor	$ 12,000.00		3.5%	$ 2,866.54	0.8%
JOE WANG CARPET AND FLOORING	Y	Y	N	Subcontractor	$ 3,500.00		1.0%	$ 3,150.00	0.9%
KIN WO CONSTRUCTION INC	Y	Y	Y	Prime Contractor	$ 89,776.00		26.4%	$ 211,523.57	62.1%
LIU M CONSTRUCTION CO INC.	N	N	N	Subcontractor	$ 8,000.00		2.4%	$ 14,000.00	4.1%
FASHION DRAPERY	N	N	N	Subcontractor	$ 4,865.00		1.4%	$ 0.00	0.0%
FIVE STAR FIXTURES	N	N	N	Subcontractor	$ 10,902.00		3.2%	$ 0.00	0.0%
WL ELECTRIC	N	N	N	Subcontractor	$ 100,000.00		29.4%	$ 53,694.68	15.8%
				Allocated amounts	$ 339,800.00	$ 0.00		$ 340,595.33	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 339,800.00	$ 0.00		$ 340,595.33	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: WD-2223

San Francisco Water SCADA System

Contract Award Amount $ 10,612,055.00

Contract Payments $ 2,844,811.61

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
ROGER CHINN, ARCHITECT AIA	Y	Y	N	Subcontractor	$ 425,000.00		4.0%	$ 0.00	0.0%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
CRESCI ELECTRIC, INC.	Y	N	Y	Joint Contractor	$ 0.00		0.0%	$ 1,259,665.36	44.3%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
HOPKINS HEATING & COOLING	Y	Y	N	Subcontractor	$ 197,600.00		1.9%	$ 0.00	0.0%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
MILLARD TONG CONSTRUCTION CO	Y	Y	N	Subcontractor	$ 2,221,872.00		21.1%	$ 48,547.84	1.7%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
J M B CONSTRUCTION	Y	N	Y	Subcontractor	$ 769,358.00		7.3%	$ 30,266.37	1.1%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
TRANSDYN CONTROLS INC	N	N	N	Joint Contractor	$ 0.00		0.0%	$ 1,506,332.04	53.0%
						$ 0.00	0.0%		
						$ 0.00	0.0%		
TRANSDYN/CRESCI JV	N	N	N	Joint Venture	$ 6,928,225.00		65.7%	$ 0.00	0.0%
						$ 20,000.00	28.6%		
						$ 50,000.00	71.4%		
Allocated amounts					$ 10,542,055.00	$ 70,000.00		$ 2,844,811.61	100.0%
Unallocated amounts					$ 0.00	$ 0.00		$ 0.00	0.0%
Contract Totals					$ 10,542,055.00	$ 70,000.00		$ 2,844,811.61	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: WD-2179R2

Alemany P.S. standby generator & work

Contract Award Amount $ 1,798,700.00

Contract Payments $ 799,659.00

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Alloeation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
RAMCON ENGINEERING	N	Y	N	Subcontractor	$ 0.00		0.0%	$ 137,475.00	17.2%
L C ELECTRIC INC	Y	Y	N	Subcontractor	$ 850,000.00		47.3%	$ 0.00	0.0%
TOPPS ELECTRIC CO	Y	Y	N	Subcontractor	$ 120,000.00		6.7%	$ 32,714.81	4.1%
L C GENERAL ENGINEERING & CONSTRUCTION CO	N	N	N	Prime Contractor	$ 503,700.00		28.0%	$ 333,806.29	41.7%
KUM LUN WONG CONSTRUCTION CO.	N	N	N	Subcontractor	$ 325,000.00		18.1%	$ 237,188.40	29.7%
B & C CONSTRUCTION	N	N	N	Subcontractor	$ 0.00		0.0%	$ 58,474.50	7.3%
				Allocated amounts	$ 1,798,700.00	$ 0.00		$ 799,659.00	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 1,798,700.00	$ 0.00		$ 799,659.00	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: HH-872

Moccasin Reservoir Gate Improvements

Contract Award Amount $ 488,900.00

Contract Payments $ 449,901.00

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
PROVEN MANAGEMENT INC	Y	Y	N	Prime Contractor	$ 488,900.00		100.0%	$ 449,901.00	100.0%
				Allocated amounts	$ 488,900.00	$ 0.00		$ 449,901.00	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 488,900.00	$ 0.00		$ 449,901.00	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: CT3980015B

PIER 98 WETLANDS AND PUBLIC ACCESS

Contract Award Amount $ 400,000.00

Contract Payments $ 325,081.26

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
BAUMAN LANDSCAPE, INC.	N	N	N	Prime Contractor	$ 400,000.00		100.0%	$ 325,081.26	100.0%
				Allocated amounts	$ 400,000.00	$ 0.00		$ 325,081.26	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 400,000.00	$ 0.00		$ 325,081.26	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION

Contract: CT3980015

CT-2651 PIER 98 WETLANDS & PUBLIC ACCESS

Contract Award Amount $ 1,023,650.00

Contract Payments $ 999,999.75

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
BAUMAN LANDSCAPE, INC.	N	N	N	Prime Contractor	$ 543,310.00		53.1%	$ 760,074.62	76.0%
MARINSHIP CONSTRUCTION SERVICES	Y	Y	N	Subcontractor	$ 180,000.00		17.6%	$ 85,762.03	8.6%
MILLER/THOMPSON CONSTRUCTORS INC.	Y	N	Y	Subcontractor	$ 150,540.00		14.7%	$ 136,556.10	13.7%
TRANSAMERICAN ENGINEERS & ASSOCIATES	Y	Y	N	Subcontractor	$ 14,800.00		1.4%	$ 0.00	0.0%
AL CURRY TRUCKING	Y	Y	N	Subcontractor	$ 135,000.00		13.2%	$ 17,607.00	1.8%
				Allocated amounts	$ 1,023,650.00	$ 0.00		$ 999,999.75	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 1,023,650.00	$ 0.00		$ 999,999.75	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION
Contract: CT3970008
PIER 50 SHEDS B&C ROOFING AREA

Contract Award Amount $ 1,217,192.00
Contract Payments $ 1,139,422.36

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
SERVICE 1ST	N	N	N	Subcontractor	$ 282,070.00		23.2%	$ 0.00	0.0%
PIONEER ROOFING ORGANIZATION	Y	N	N	Prime Contractor	$ 660,122.00		54.2%	$ 1,139,422.36	100.0%
C H GENERAL CONTRACTOR	Y	N	N	Subcontractor	$ 200,000.00		16.4%	$ 0.00	0.0%
KIN WO CONSTRUCTION INC	Y	N	N	Subcontractor	$ 75,000.00		6.2%	$ 0.00	0.0%
				Allocated amounts	$ 1,217,192.00	$ 0.00		$ 1,139,422.36	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 1,217,192.00	$ 0.00		$ 1,139,422.36	100.0%

Contract Summary

citycenter

Human Rights Commission

Citywide Diversity Tracking System

Online FAMIS extract date 05/27/2000

Contract Financial Summary

Department: HUMAN RIGHTS COMMISSION
Contract: CT3970007
EMERGENCY RESPONSE AND RECOVERY PLANNING

Contract Award Amount $ 9,975.00
Contract Payments $ 9,975.00

Vendor Name	LBE?	MBE?	WBE?	Participation Type	Original Award Allocation	Mod Award Allocation	Award Percent	Payment Allocation	Payment Percent
LAURIE R FRIEDMAN CONSULTING	Y	N	N	Prime Contractor	$ 9,975.00		100.0%	$ 9,975.00	100.0%
				Allocated amounts	$ 9,975.00	$ 0.00		$ 9,975.00	100.0%
				Unallocated amounts	$ 0.00	$ 0.00		$ 0.00	0.0%
				Contract Totals	$ 9,975.00	$ 0.00		$ 9,975.00	100.0%

Contract Summary

City & County of San Francisco
Human Rights Commission
San Francisco, California

Item 6.b.

In the Matter of

Peter Basso & Dwayne Folger,
Complainants

SUBPOENA DUCES TECUM

and

St. Philip's School
Respondent

To: Stephen Farren, Principal
St. Philip's Schoc!
665 Elizabeth Street
San Francisco, California 94114

YOU ARE HEREBY COMMANDED, pursuant to City and County of San Francisco Charter, Section 4.107, to produce the records described on the accompanying affidavit at the office of the City and County of San Francisco Human Rights Commission, 25 Van Ness Avenue, Suite 800, San Francisco, California 94102, or at any other location as the Commission may permit, on or beforc _____.

Your failure to produce the documents described in the accompanying affidavit may subject you to judicial enforcement proceedings.

Witness my hand, this _____ day of _____, 2000.

CITY & COUNTY OF SAN FRANCISCO
HUMAN RIGHTS COMMISSION

_____
Harry W. Low
Chair

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SAN FRANCISCO
PUBLIC LIBRARY

Larry Brinkin
Coordinator
HUMAN RIGHTS COMMISSION
25 Van Ness Avenue, Suite 800
San Francisco, California 94102

CITY & COUNTY OF SAN FRANCISCO HUMAN RIGHTS COMMISSION
SAN FRANCISCO, CALIFORNIA

PETER BASSO AND DWAYNE FOLGER, Complainants, and ST. PHILIP'S SCHOOL, Respondent.	COMPLAINT OF DISCRIMINATION AFFIDAVIT RE SUBPOENA DUCES TECUM

I, Larry Brinkin, declare:

1. I am a Coordinator for the City and County of San Francisco Human Rights Commission. As part of my duties I have been assigned to investigate the above-entitled Complaint of Discrimination on behalf of the Director of the Human Rights Commission pursuant to Article 33 of the San Francisco Police Code, Chapter 12A of the San Francisco Administrative Code, and Section 4.107 of the San Francisco Charter.

2. This complaint was filed by Mr. Peter Basso and Mr. Dwayne Folger on June 22, 1999, pursuant to Article 33 of the San Francisco Police Code. It alleges discrimination in public accommodations on the basis of race or color, sexual orientation, and domestic partner status.

The complaint was forwarded to Respondent Stephen Farren, Principal, St. Philip's School, 665 Elizabeth Street, San Francisco, California 94114, on June 22, 1999, by certified mail. The cover letter asked Respondent to respond to the allegations in the complaint within 22 days. As of today's date, Respondent has not responded to the allegations.

Respondent has the ability to respond to the numbered allegations contained in the Complaint.

3. The Custodian of Records of St. Philip's School, has in his or her control records, including memoranda, letters, student files, parent files, policies regarding parent participation, and any other documents of any kind, that relate in any way to:

(a) any action of any kind, including but not limited to communication, correspondence, discipline, enrollment, privileges, responsibilities, demands, tuition, administrative matters, academic matters, parental matters, adoption and/or guardianship documents, parent/teacher association matters, in regard to Peter Basso;

(b) any action of any kind, including but not limited to communication, correspondence, discipline, enrollment, privileges, responsibilities, demands, tuition, administrative matters, academic matters, parental matters, adoption and/or guardianship documents, parent/teacher association matters, in regard to Dwayne Folger;

(c) any action of any kind, including but not limited to communication, correspondence, discipline, enrollment, privileges, responsibilities, demands, tuition, administrative matters, academic matters, parental matters, adoption and/or guardianship documents, parent/teacher association matters, in regard to Shaka Folger-Basso;

(d) any action of any kind, including but not limited to communication, correspondence, discipline, enrollment, privileges, responsibilities, demands, tuition, administrative matters, academic matters, parental matters, adoption and/or guardianship documents, parent/teacher association matters, in regard to James Folger-Basso.

4. Mr. Basso's and Mr. Folger's Complaint alleges that they and their children Shaka Folger-Basso and James Folger-Basso were discriminated against because of sexual orientation, race, color, and domestic partner status. Therefore, the documents requested contain information that is relevant and material to determining whether the allegations are justified.

5. Good cause exists for the production of the above-described documents.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed the 1st day of June, 2000, in San Francisco, California.

Larry Brinkin
Coordinator
City and County of San Francisco Human Rights Commission

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Marivic S. Bamba
Executive Director

COMPLAINT OF DISCRIMINATION

Complainants: Peter BASSO and Dwayne FOLGER

Date of Birth, if Age Discrimination is claimed:

Respondent: ST. PHILIP SCHOOL

Address: 665 Elizabeth Street
San Francisco, CA 94114

Type of Discrimination:

National Origin	___	Sexual Orientation	✓
Race or Color	✓	Sex	___
Age	___	Disability	___
Religion	___	Gender Identity	___
Marital Status	___	Domestic Partner Status	✓

Charge Filed Under San Francisco Administrative Code:

Chapter 12A ✓ Chapter 12B ___
Chapter 12C ___ Chapter 12D ___

Charge Filed Under San Francisco Municipal (Police) Code:

Article 33 ✓ Article 38 ___

Most recent date discrimination took place: June 7, 1999

25 Van Ness Avenue
Suite 800
San Francisco
California 94102-6033

TEL (415) 252-2500
FAX (415) 431-5764
TDD (415) 252-2550
http://www.sfhumanrights.org.

Describe exactly what happened, the people involved, and why you feel it was discrimination, understanding that this statement is for the use of the Human Rights Commission.

We, Peter Basso and Dwayne Folger, allege that we were discriminated against by St. Philip School and its representatives because of our sexual orientation and that our daughter, Shaka Folger-Basso was also discriminated against by St. Philip School because of her race/ethnicity. Our allegations include the following:

1. We have been the named parents of Shaka Folger-Basso since her birth and we have been the legal parents of Shaka Folger-Basso since March 15, 1993. (*See State of California Department of Health Services, Certificate of Live Birth, file number 104-89-097233; Court Order issued by Judge Lee D. Baxter, dated March 15, 1993, attached*)

2. When we applied for the admission of our daughter Shaka into St. Philip School we indicated on the application form that we are her fathers. St. Philip School also have copies of her Certificate of Live Birth and passport which also indicate the same. (*See St. Philip School Application filed April 9, 1998, attached*)

3. Our daughter Shaka is of Italian-American and African-American descent.

4. Our daughter Shaka was enrolled at St. Philip School for the 1998-1999 school term. She was in good standing during the entirety of that term.

5. Our son James Folger-Basso was accepted and enrolled at St. Philip School for the 1999-2000 school term. In their March 8, 1999 acceptance letter, St. Philip School acknowledged both of us as James' parents, stating in relevant part: "Dear Mr. Basso and Mr. Folger: I am happy to inform you that your child has been accepted for Kindergarten for the 1999-2000 school year at St. Philip."

6. On May 7, 1999, at a meeting attended by Principal Steve Farren, Pastor Michael Healey, Mr. Basso and Mr. Folger, Pastor Healy directed Principal Farren to call the police to remove Mr. Folger from the premises, called Mr. Folger "that man," and refused to respect Mr. Folger as the legal domestic partner of Mr. Basso and the legal parent of a St. Philip student.

7. In a letter dated May 13, 1999, Principal Farren admitted to asking the police to remove Mr. Folger and again identified Mr. Folger as "another individual," refusing to acknowledge Mr. Folger as the legal domestic partner of Mr. Basso and a parent of a St. Philip student.

8. In a letter dated May 24, 1999, Mr. Jack Hammel, legal counsel for St. Philip School, requested that we provide the school with copies of court documentation establishing joint and physical custody of Shaka and James; whereas heterosexual adoptive parents of St. Philip School students are not required to provide such documentation.

9. On May 3 1999, at approximately 10:30 a.m., Patti Woods, as President of the St. Philip School Parent Teacher Association (PTA), called our home and requested that Mr. Basso not run for the elected position of incoming PTA President because "it would be bad for St. Philip School to have a gay parent as PTA President."

10. On May 4, 1999, at approximately 8:30 a.m., several representatives of St. Philip School, including Ms. Woods and Carol Yenne, verbally assaulted Mr. Basso at The Diamond Café on 24th St. near St. Philip School. The incident grew so turbulent that they were all asked to leave the premises. They continued to berate Mr. Basso on the sidewalk in front of the Diamond Café. Mr. Basso and St. Philip Board member Carol Yenne went immediately to Principal Farren's office to clear up one of the discrepancies regarding Mr. Basso's credibility. Principal Farren admitted that Mr. Basso asked him on an earlier occasion for a copy of the school's mission statement for the purposes of writing a grant proposal and that Principal Farren did not provide the document and instead suggested that the grant proposal be suspended while Principal Farren looked into other options of funding.

11. Principal Farren subjected us to disparate treatment by threatening to disenroll our children from St. Philip School because Mr. Basso conducted a telephone campaign for PTA President; whereas, other parents were not reprimanded for their telephone campaign efforts.

12. We were subjected to disparate treatment by Principal Farren when he refused to count the anonymous PTA election ballots. Principal Farren acknowledged that many of those ballots were in Mr. Basso's favor. In years past, anonymous ballots had been counted in determining the outcome of St. Philip School PTA elections.

13. On May 10, 1999, Ms.Woods, working as a representative of St. Philip School at the courtesy curb, opening car doors for students as they arrived, refused to open the door for Shaka when she arrived in Mr. Folger's car. This was disparate treatment since the St. Philip School representative had been opening car doors for students who arrived before and after Shaka.

14. When we spoke out against the incidences of discrimination we experienced, Principal Farren threatened to disenroll our children from St. Philip School, which amounts to retaliation against us because of our complaints of discrimination.

15. When other parents spoke out in defense of our claims, representatives of St. Philip School harassed them as well and denied those parents full participation in school-related activities in which they participated in the past.

16. Since the time St. Philip School representatives thwarted our attempts to resolve these complaints, Mr. Basso has experienced personal injury in the form of numerous health related problems stemming from the discrimination and the retaliation, including anxiety and insomnia.

17. Shaka has reported the following incidences of disparate treatment that she has experienced first-hand since we first voiced our concerns with St. Philip School.

    A. On June 1, 1999, at a school assembly, Pastor Healy approached Principal Farren who was standing directly in front of Shaka, and stated, "look at this letter from Basso." Shaka reported that they then began to laugh while looking at her. Shaka spoke about that incident all that evening, appearing very upset.

    B. Shaka's Family Festival Packet Checklist, given to her on June 2, 1999, indicated that she was in the Fourth Grade, and was not promoted to the Fifth Grade; whereas her classmates' forms indicated that they had been promoted to the Fifth Grade. This was very traumatizing to Shaka on a personal level and it socially humiliated her in front of her peers.

    C. On a recent field trip, parent-chaperon Patti Woods made a disparaging comment about the pot-luck contribution provided by Shaka's parents. This remark was made to Shaka in the presence of her classmates, causing Shaka unwarranted humiliation.

    D. Shaka was disenrolled from St. Philip School, stigmatizing her as being "kicked-out" of school.

    E. On June 7, 1999, Shaka was instructed to write a letter of introduction to the Fifth Grade teacher at St. Philip School, causing her further confusion as to whether she is enrolled at St. Philip School for the 1999-2000 school term.

18. Our daughter Shaka has been traumatized by the discrimination that we as a family have experienced; she has expressed her concern by asking "if it is because she is black or because she has two fathers." Shaka's asthma has been aggravated by these stressors and she has required emergency medical care.

19. Our children Shaka and James are the recipients of a financial aid grant that will pay for 75% of their private school tuition during the next four years, up to $16,000. This grant requires the private school they will be attending to submit letters verifying their enrollment at the private school. If Shaka and James are not enrolled in a private school at the time the verification letters are due, we will not be eligible to receive any of the financial aid currently allocated to us.

20. We have called every private school in San Francisco; due to the timing of our inquiry, we have confirmed that there are no available seats in the fifth grade for Shaka's enrollment, nor in kindergarten for James' enrollement.

21. If Shaka and James are not readmitted into St. Philip School, we stand to be damaged in the amount of $16,000 in private school tuition. If such is the case, we would expect St. Philip School to reimburse us in full for the economic injury that will be caused to our family due to

St. Philip School's hasty and ill-timed decision to expel our children. In addition, we would also expect a full refund for any and all tuition and fees we have paid to St. Philip School since April 9, 1998.

22. Whether or not Shaka and James continue to attend St. Philip School, we expect that all negative records, stemming from any of the claims listed in this complaint, will be immediately and permanently removed from our children's school files.

VERIFICATION: We, Peter Basso and Dwayne Folger, Complainants in this matter, declare that we have read the foregoing Complaint and know the contents, from personal knowledge or upon information and belief, to be true. We declare under penalty of perjury that the foregoing is true and correct.

	6/22/99		
	6/22/99		6/22/99
Complainants	Date	HRC Representative	Date

CITY AND COUNTY OF SAN FRANCISCO

LOUISE H. RENNE
City Attorney

OFFICE OF THE CITY ATTORNEY

SUSAN L. FRANKEL
Deputy City Attorney
DIRECT DIAL: (415) 554-4664
E-MAIL: susan_frankel@ci.sf.ca.us

Item 7.d.2.

MEMORANDUM
PRIVILEGED & CONFIDENTIAL

DOCUMENTS DEPT.
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SAN FRANCISCO
PUBLIC LIBRARY

TO: Members of the Human Rights Commission
Virginia Harmon, Interim Executive Director

FROM: Susan L. Frankel
Deputy City Attorney

DATE: May 25, 2000

RE: Additional Amendments to the Rules and Regulations for 12D

Please consider these three (3) additional amendments to the Rules and Regulations ("Rules") for 12D. We suggest the following motion for adoption of the Rules:

"Move to adopt the Rules and Regulations for Administrative code section 12D as amended, incorporating the additional amendments as stated in the City Attorney memo dated May 25, 2000, and to direct staff to conform the Table of Contents and proofread for nonsubstantive clerical errors."

(1) Section IV. POWERS AND DUTIES OF DEPARTMENTS

(F)(1). For construction/facility maintenance contracts ~~under $50,000~~ of $100,000 or more, obtain at least three (3) written bids…

[*Note*: This change is made to conform the Rules to Administrative Code Chapter 6.]

(2) Section VI. CERTIFICATION – LBEs

(B)(3)(c)~~Businesses with offices outside of the City and County of San Francisco that seek to be certified as a LBE must also establish that: The calculation of San Francisco local business taxes paid by the LBE must have been based upon employees actually assigned permanently to and working from the local office. A local office without permanently assigned employees who actually utilize thatoffice to facilitate their work shall not be deemed a local office within the meaning prescribed by the Ordinance. A local office must possess indicia of actual operational utilization by the LBE firm, including but not limited to the performance of clerical tasks on a daily basis, the performance of payroll administration at the location, the existence of staff and the presence of a wide range of typical office equipment. In addition to the City and County Payroll Tax records, the applicant must submit a DE 6, Quarterly State Wage & Withholding Report. Upon request, the LBE shall furnish the Director with payroll records for the local office, that demonstrate that the tasks described above have been performed by~~

Memorandum
Privileged & Confidential

TO: Members of the Human Rights Commission
Virginia Harmon, Interim Executive Director
DATE: May 25, 2000
PAGE: 2
RE: Additional Amendments to the Rules and Regulations for 12D

~~employees working in that office.~~ Businesses with offices both within and outside of the City that seek LBE certification based on an office located within the City must demonstrate the existence of a bona fide local office in accordance with the following criteria:

1. Independent Office Site: The local office can and does function as an independent office site. The local office is not merely a sham operation set up by a non-local business for the purpose of gaining LBE certification;

2. Fixtures and Equipment: The local office contains all fixtures and/or equipment, including but not limited to, as appropriate, computer(s), software, copy machine(s), furniture, vehicle(s), tools, appliances and/or machinery necessary to operate the business for which the certification is sought;

3. Space: The local office contains all space necessary to operate the business for which certification is sought, including but not limited to, as appropriate, office space, warehouse space, parking, yard area and/or shop area;

4. Dedicated Personnel: The local office must be the main office for assigned personnel who conduct a full range of the business' activities out of the local office including but not limited to, as appropriate, professional, clerical and/or administrative staff assigned and dedicated to the local office as necessary to operate the business for which certification is sought;

5. Daily Function: The local office functions on a daily basis, or a regular basis as otherwise appropriate, providing all services to operate the business for which certification is sought;

6. Local Overhead: The overhead costs associated with the local office, including but not limited to rent, wages and salaries, must place the entity seeking certification at an economic disadvantage compared to businesses not located within the City (e.g., a business with a shared office in the City staffed by a clerk who forwards substantive work to a location outside the City is not considered disadvantaged compared to other businesses not located within the City, and does not meet the criteria for LBE certification);

7. Submission of Records: Businesses seeking certification must submit, in addition to the City Payroll Tax records, a DE-6 quarterly State wage and withholding report. Upon request, the business shall furnish the Director with payroll records for the local office that demonstrate that the tasks described in this section have been performed by employees assigned to and working out of the local office.

[*Note*: These changes were suggested by Deputy City Attorneys on the Construction Team, based on observations made while handling HRC appeals.]

[*Note*: These changes require renumbering of the section.]

Memorandum
Privileged & Confidential

TO: Members of the Human Rights Commission
Virginia Harmon, Interim Executive Director
DATE: May 25, 2000
PAGE: 3
RE: Additional Amendments to the Rules and Regulations for 12D

(3) Section VII. APPEAL PROCEDURES FOR DENIAL OR REVOCATION OF M/W/LBEs CERTIFICATIONS

A. When the Director denies an application for or revokes the certification of a business as a MBE, WBE or LBE because the business is not a bona fide MBE, WBE or LBE, the Director shall give the business the opportunity to meet with him/her to give the business the opportunity to show that the decision to deny or revoke certification is unwarranted. ~~, w~~Within three business days of ~~his/her decision,~~ the Director's meeting with the business, or if the business chose not to meet with the Director, within three business days of the Director's decision, the Director shall notify the aggrieved business in writing of the basis for revocation or denial of certification and the date on which the business will be eligible to reapply for the certification.

[*Note*: This change conforms to current HRC practice, and provides the aggrieved business with due process.]

Thank you for your consideration.

SLF

SFO

San Francisco International Airport

May 30, 2000

Ms. Virginia Harmon
Interim Director
Human Rights Commission
25 Van Ness Avenue, Suite 800
San Francisco, CA 94102

Re: Proposed Amendments to HRC Rules and Regulations

Dear ~~Ms. Harmon~~ Virginia:

AIRPORT
COMMISSION
CITY AND COUNTY
OF SAN FRANCISCO

WILLIE L. BROWN, JR.
MAYOR

HENRY E. BERMAN
PRESIDENT

LARRY MAZZOLA
VICE PRESIDENT

MICHAEL S. STRUNSKY

LINDA S. CRAYTON

CARYL ITO

JOHN L. MARTIN
AIRPORT DIRECTOR

Thank you for permitting the Airport Commission additional time to review and comment on the proposed amendments to HRC's Rules and Regulations forwarded by memorandum dated May 23, 2000.

Overall, we believe that HRC staff has done a good job in proposing modifications of the rules consistent with the 1998 M/W/LBE Ordinance and other Administrative Code changes. We have a few additional suggestions and concerns, however, which are outlined below related to Section IV, Powers and Duties of Departments:

Section C, Award of Professional Services Contracts:

- Item 8 seems to dictate that panel members must tally raw scores for each consultant's oral interview immediately after each interview is conducted. This item should be deleted in order to permit panel members, should they choose, to hear all consultants and score the oral interviews comparatively.

- Item 9 of the same section seems to dictate that original score sheets from each panel member should be immediately forwarded to HRC. This does not allow the responsible department the opportunity to tally the scores in order to complete the selection process. We suggest that copies of the score sheets be provided to HRC with original score sheets made available upon request.

- Item 11 of the same section referring to negotiations with "the aforementioned MBE or WBE" should be clarified. There is no prior reference to any MBE or WBE.

Section F regarding the Solicitation of Bids:

- Item 1 regarding construction/facility maintenance contracts under $50,000 should be modified to "under $100,000" to conform to the new Administrative Code Chapter 6 threshold for informal contracts where formal scaled bidding is not required.

Section G:

- Section G which refers to the submission of HRC forms in a separate sealed envelope along with A & E or professional services contracts and proposals should be more specific. This section should specify that a copy of the contents of the envelope must also be provided to the Department at the time the bids are submitted in order for the Department to verify whether proposers have submitted completed packages and whether the proposals are apparently responsive or not.

We also suggest that Section XVIII related to Penalty Procedures for Non-Compliance include language in item A.2.(f) that specifies that when the Director imposes sanctions, as set forth in Section 12.D.A.16.(C) of the Ordinance, the sanctions be specified so that the Departments and Controller can take specific action in compliance with the Director's findings.

Thank you again for this opportunity to provide comments on your proposed amendments.

Very truly yours,

John L. Martin
Airport Director

cc: Susan Frankel
John Mullane, Jr.
Mark Primeau
Douglas Wong
Mara E. Rosales
Sandra Crumpler

The following suggestions were submitted to the Director via e-mail.

Forward Header

Subject: 12D-A Amended Rules & Regulations - Comments
Author: Harlan Kelly Jr at ~DPW-OFFMA
Date: 06/02/2000 2:00 PM

Virginia,

I have reviewed the 12D-A Amended Rules and Regulations draft which you forwarded to Mark Primeau on May 23, 2000. In Mark's absence, I am forwarding the following comments that I hope you will consider encompassing in the next draft of this document:

Page 5
Item 5, change to: "It is illegal for awarding authorities to use fees or cost estimates of services as scoring criteria in consulting and/or professional services."

Page 5,
Item 9, change to: "...will immediately forward the raw score sheets..."

Page 5,
In the Item 10 crossout, change to: "HRC shall issue a letter to the Department listing the ranking, score and rating discount of each consultant not less than 5 business days after HRC applies the bid discounts."

Page 5,
In the Item 11 crossout, change to: "After consulting with the Director and/or General Manager..."

Page 5,
Item E, change to: "...toward meeting MBE and WBE departmental goals as follows:"

Page 5,
Item F1, change to: "For construction/facility maintenance contracts under $100,000, obtain..."

Also, in regard to "...as set forth in Section 12D.A.9 of the Ordinance," there is no explicit reference to subcontracting goals.

Page 6,
Item F2, change to: "For architectural/engineering professional service contracts under $10,000, contact at least..."

Page 6,
Item I, change to: "Each department shall designate a minimum of two liaisons who shall be responsible for..."

Page 6,
Item L1, make clear that department is encouraged to utilize the Citywide Diversity Tracking System.

Page 12,
Item G4, change to: "For construction contracts only, the joint venture as a whole, must perform bid item work that equals..."

If you have questions or need clarification, please do not hesitate to contact me at 554-6920.

Harlan L. Kelly, Jr.
Acting Director of Public Works

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING JUNE 8, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:39 p.m.

ROLL CALL

Commissioners

Present: Ghada Saliba-Malouf, Vice Chair; Shirley Dimapilis; Stephen Herman; Martha Knutzen; Leslie Littleton; Larry Lee; and Alan Watahara

Excused: Harry Low, Chair; Youn Chey; Julia Globus-Sabori; and Antonio Salazar-Hobson

HRC Staff

Present: Virginia M. Harmon, Director; Larry Brinkin; Toni Delgado; Roel Villacarlos; Pansy Waller; and Melinda Wesley

Guests

Present: Susan Frankel, Deputy City Attorney; Katherine Boskoff; Jessie Mason; Ulysses Montgomery; Jimmy Potts

Approval of Minutes

The minutes of the April 13 and May 25, 2000 Commission Meetings were approved.

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General Communications File

No general communications file was circulated.

Public Comment

Katherine Boskoff

Katherine Boskoff, an attorney in San Francisco, asked for guidance and wanted to alert the Commission to possible violations of certain provisions of 12.D.A and the Rules and Regulations. Ms. Boskoff represents two MBE general contractors-unrelated to each other. One contractor worked with the PUC and the other with the Port. Ms. Boskoff stated that the HRC revoked both contractor's certification. She stated she appealed to

Director, who upheld the contractor's de-certification and then stated that, according to the HRC's Rules and Regulations, the Director shall request the Chair of the Commission to appoint Hearing Officer. Ms. Boskoff stated that she need a Hearing Officer because one of the contractors have been suspended for a year now, without an official word from HRC as to why the contractor was decertified, other than failure to provide documents requested.

Ms. Boskoff stated that she was concerned that the process isn't moving quickly enough; that jobs are being lost; and they need a Hearing Officer.

Vice-Chair Saliba-Malouf asked Ms. Harmon if she knew of the situation and Ms. Harmon noted that both of the cases have been referred to the City Attorney's Office. Both Ms. Harmon and Ms. Frankel declined to comment on the details of either appeal. Ms. Frankel added that both cases are a priority and the City Attorney's office is working as fast as they can.

Ms. Boskoff and Commissioner Knutzen asked for a time frame for when the Hearing Officer(s) would be appointed and Ms. Harmon stated that the HRC will make an effort to attend to the matter in the next week.

Ms. Boskoff supported the amended Rules and Regulations, which state that a hearing must be held within 30 days of an appeal.

Commissioner Littleton asked Ms. Frankel and/or Ms. Harmon to provide details and background on these issues. Ms. Frankel stated that she would be happy do discuss the details with Commissioner Littleton since this was not an aggendized item.

Ms. Frankel proffered the names of the companies Ms. Boskoff was speaking of as ProVen Management and LTM Construction.

Mr. Ulysses Montgomery

Mr. Ulysses Montgomery, NCO Consulting. Mr. Montgomery stated that he has been in the engineering business for over 30 years and that he is familiar with the LTM case. Mr. Montgomery stated that Mr. Keith Lennon (of LTM) has been charged and investigated by the HRC and believes that LTM has not received due process. Mr. Montgomery stated that this has been going on for over a year now and if the matter is not clarified soon, LTM will be out of business.

Jimmy Potts

Jimmy Potts shared his thoughts regarding the problems of how trucking is dealt with in the bid package. Mr. Potts stated that trucking is not noted as low bidders and stated that trucking is the last considered and the last paid. Mr. Potts suggested that when the prime or general gets a check, that a check should also be cut the truckers as well. He added that he has been waiting for a check for 4 months. Mr. Potts also suggested that the City contracts should be in line with DOT regulations, which issues check 7 days after the work is done. Mr. Potts stated that larger businesses can wait 60 to 90 days for a check, but smaller businesses can't do that.

Vice Chair Saliba-Malouf and Commissioner Littleton asked Mr. Potts to present this before the M/W/LBE Advisory Committee.

Jessie Mason

Jessie Mason, Bayview/Hunters Point advocate and outreach construction developer shared his concern with LTM. Mr. Mason felt that the HRC was picking on the contractors in the Bayview/Hunters Point area. Mr. Mason stated that LTM was well liked in the community, feels that the HRC de-certification is racism and reminded everyone that the HRC was created to prevent racism.

Report of the Chair

At the request of Chair Low, Ms. Frankel provided the Commission with a report on the process and legal obligations of appointing a permanent Director to the HRC. Ms. Frankel stated that the Mayor appointed Ms. Harmon at the Commission's recommendation and that if it is the decision of the Commission, the HRC's options are to a) do nothing and keep Ms. Harmon in place; b) conduct a search and recommend up to three names to the Mayor who may choose or reject any and/or all of the names, and if so the Mayor also may request additional names.

Commissioner Lee asked if there was a time frame to choose a new director and Ms. Frankel answered no.

Commissioner Chey asked if the HRC has put out announcements or solicited applicants for the Director position, and added that she would like to give everyone the chance to apply.

Commissioner Herman asked if Ms. Harmon could be recommended as one of the candidates and Ms. Frankel answered yes.

Commissioner Watahara asked if the Commission was obligated to have a 'permanent' Director, as opposed to an 'interim' Director and Ms. Frankel noted that the prefix of 'interim' is only used for descriptive purposes.

Commissioner Herman noted that since there was not set time line to recommend a new Director, that the Commission should hold off on switching horses, in light of the KPMG recommendations and lack of direction.

• • •

Commissioners Herman and Dimapilis attended the last Blue Ribbon hearing and Commissioner Dimapilis noted the following recommendations: Move certification to the a new division of Contract Monitoring at the Controllers Office because they have a technical, data driven approach. The Diversity Tracking System needs further enhancement. Commissioner Dimapilis noted that the Blue Ribbon panel had two more hearings on June 15, and 22 and stated that the Mayor would like public input.

Commissioner Herman spoke about moving HRC's certification, contract awarding and compliance to Controllers Office and whether advocacy and outreach would stay with

the HRC or move to another office. Commissioner Herman stated that Roberta Actenburg noted that this seemed to be about economic issues and should be handled by the Small Business Committee, and added that other cities that were studied by the Blue Ribbon had separated certification and compliance from human relations counsel.

Commission Vice Chair Saliba-Malouf asked Ms. Frankel is the recommendations were adopted, what would the process legally require and Ms. Frankel stated that the City Attorney's office has not stated an opinion yet.

Vice Chair Saliba-Malouf stated that she wanted to know how the public feels about this move and Ms. Frankel suggested that the Commission might want to be involved in the hearings on June 15 and 22.

Commissioner Watahara stated that the Commission and the community should know the timeline to avoid rumor and speculation within the agency. Commissioner Littleton requested something in writing, so the Commission could be clear on their role and what they could do in the process. Ms. Frankel stated that the Blue Ribbon Committee is their own agency, setting their own timeline and their own decisions of how to proceed.

Commissioner Littleton states that she has a good relationship with members of the Blue Ribbon Committee and that she could get that information and share it with the Commission.

Commissioner Herman stated that the concerns are a little late. He reiterated that the public hearing is in the 15th and possible adoption is on the 22nd. The report will then be presented to the Mayor and the Board of Supervisors. Commissioner Herman urged everyone to provide input on June 15th.

Commissioner Lee asked if the report is adopted, would it come back to the Commission and also asked the Director to provide him with the contact persons and phone numbers of people on the Blue Ribbon Task Force.

Director report

Melinda Wesley (HRC Staff) presented a summary of the Quarterly Report on Chapter 12.D.A. Ms. Wesley stated that all departments of the City & County of San Francisco are required to enter complete and accurate data into the Diversity Tracking System, which reflects the Department's progress in the City's mandate to cure past discrimination in contracting practices and that this data must be analyzed and presented by the HRC under Chapter 12.D.. Ms. Wesley stated that the report focuses on three areas: The Department's performance toward meeting the Mayor's M/W/LBE goals, entering complete information into the system, and the current encumbrances. Ms. Wesley stated that since the previous report, the departmental performance toward meeting the Mayor's M/W/LBE goals has decreased. Ms. Wesley stated that Department's have improved in entering complete and accurate data into the system, especially the departments of the Port and DPW. Ms. Wesley added that the HRC has facilitated ongoing workshops and provided technical assistance for all Department

staff, since the inception of the System, however despite these efforts, certain departments continue to fail to provide any and/or complete information. With regard to encumbrances, Ms. Wesley stated that Department's have not entered enough data to analyze.

Commissioner Knutzen thanked the Director and HRC staff for the report, but queried why there was a dip in the percentages and what can the HRC do about getting better responses from the Departments.

Ms. Harmon stated that the HRC is doing several things to alleviate these problems. She stated that a Steering Committee has been set up in conjunction with the Controller's Office, DTIS and Purchasing. Ms. Harmon stated that the HRC will do further outreach to educate departments about the information that they need to submit, as well as find additional ways to improve the system. Ms. Harmon also stated that it is difficult to pinpoint exactly why the dip has occurred.

Commissioner Knutzen asked if the departments need better training and technical support and Ms. Harmon stated that that might be the case, but historically, the HRC has experienced departmental resistance to the System.

Commissioner Littleton and Ms. Harmon discussed the pitfalls of inconsistent and inaccurate data being input into the system and how it greatly affects the Commission's ability to assess the data.

Commissioner Littleton requested that the numbers in the report be presented in chart format, contrasted with the last quarter's data and Commissioner Herman cautioned against that suggestion, since the data is not consistent or accurate.

Ms. Harmon also explained that the large disparities in dollar amounts is because the contractor is being paid as they work, not as a lump sum, and also added that Departments also have not reported to the HRC, payments made to sub-contractors.

Commissioner Knutzen asked Ms. Harmon if the Commission could provide any assistance to the HRC and asked in the HRC has considered strengthening the HRC's outreach and training programs for Departments.

Commissioner Watahara suggested to Ms. Harmon and staff to add endnotes or footnotes in the areas where discrepancies are in the report so that speculation and questions can be avoided.

• • •

Mr. Larry Brinkin (HRC Staff) presented to the Commission for approval, a subpoena to St. Philips's School and a copy of the complaint. Mr. Brinkin stated that the HRC approached St. Philip's School with a request for information regarding a complaint and St. Philips School did not respond, stating that the HRC had no jurisdiction since they were a private school. The School continued to refuse to produce information and documents that the HRC needs to investigate this complaint and Mr. Brinkin asked the Commission to approve the issuance of the subpoena.

Commissioner Herman asked what the consequences might be for St. Philip's School and Mr. Brinkin noted that the finding is a public document that sometimes ends up in the press and the Respondent is officially found by the HRC to have discriminated.

The subpoena was moved (Dimapilis), seconded (Herman) , and approved.

Committee Report: Employment Committee

Commissioner Lee stated that in the last Committee meeting, there was much discussion about the Professional Service, Architect/Engineer, Workforce, Unfinished Agenda, Film industry and Elevator issue task forces. The Committee voted to eliminate all task forces but Unfinished Agenda. The Committee also requested information from the Purchasing and Real Estate Departments regarding the annual number of elevator maintenance contracts. The Committee also discussed filling some of the vacancies and trying to add more women to the Committee.

Pansy Waller (HRC Staff) for her help and guidance. Commissioner Lee noted that some of the Chairs have been vacated and they plan to put Committee members on.

Chair Low commented that Commissioner Lee has extensive contacts in the labor movement, and encouraged Committee Chairs to use Commissioner Lee to nominate people who will bring a labor dimension to their Committees.

Committee Report: M/W/LBE Advisory Committee

Commissioner Dimapilis moved to adopted the HRC's amended Rules and Regulations, incorporating the additional amendments from the City Attorney's memo of May 25, 2000 and Staff recommendations contained in Director's memo of June 8, 2000 as well as proof-read, clerical and spelling errors.

Ms. Frankel added that for clarification purposes, under section IV, c, 4 and 5, the language should read "prior experience has indicated that on occasions, discussion among panelists has resulted in discrimination among bidders; accordingly, departments are urged..." Ms. Frankel stated that this language justifies and adds meaning to the rule.

Public Comment

Mr. Ulysses Montgomery

Mr. Ulysses Montgomery of Montgomery Consulting Engineers shared his thoughts regarding the proposed Rules and Regulations. Mr. Montgomery felt that the "appointment of Committees is at the sole discretion of the Chair of the Commission", does exercise proper rights to community, and disagreed with "in order for someone to be a Native-American, they must be a member and recognized by a tribe". Mr. Montgomery added that the unilateral decision of the Chair and City Attorney's to dismiss an appeal seems arbitrary.

Commissioner Herman asked what the background was on the Native-American determination and Commissioner Dimapilis stated that the determination was suggested by representatives of the Native-American community.

Ms. Frankel stated that the language meets Constitutional and Proposition 209 requirements, and the language has been tailored to be sustainable in litigation. Ms. Frankel also noted that she would not recommend changing the language at this juncture, but added that the language could be changed in the future with further research and input.

Commissioner Littleton invited Mr. Montgomery to present his thoughts to the M/W/LBE Advisory Committee since the recommendations come from the M/W/LBE Advisory Committee.

Commissioner Herman stated that although he did not want to delay the adoption of the Rules and Regulations, he did state that he would like more information regarding this matter.

Commissioner Chey noted that the society is changing and that Mr. Montgomery's suggestions are representative of the new society.

With the above mentioned changes, the Rules and Regulations were moved (Dimapilis), seconded (Littleton), and approved.

Committee Report: Youth & Education Committee

Commissioner Chey stated that Commissioner Globus-Sabori has requested leave, and that due to her own busy schedule it was a good time to request a new Chair. She continued, stating that Commissioner Watahara agreed to serve as the Chair and that she would serve as a Co Chair.

Commissioner Watahara stated that the Committee continued discussions regarding planning. The City Attorney attended the meeting to review the Committee Guidelines, the Committee's roles and responsibilities. The Committee also discussed its mission statement, membership, goals and objectives so the Committee could be more affirmative in its activities. Commissioner Watahara also stated that the Committee discussed holding some of the Committee Meetings in the community to increase youth involvement and a greater diversity of representatives.

Commissioner Herman requested that a congratulatory letter be drafted to our new San Francisco Unified School District Superintendent of behalf of the Human Rights Commission and Commissioner Watahara stated that the Committee has been drafting that and it will be before the Commission.

Adjournment

The meeting was adjourned at 6:13 p.m.

NEXT MEETING

DATE: Thursday, June 22, 2000

TIME: 4:30 P.M.

PLACE: 1 Dr. Carlton B. Goodlett Place
Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

DOCUMENTS DEPT.

JUN 1 9 2000

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, June 22, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen Herman
Martha Knutzen
Larry Lee
Leslie Littleton
Harry Low
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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The City Hall Conference Room is wheelchair accessible. The closest accessible BART station is the Civic Center Station and the closest Muni Metro station is the Van Ness Station. Accessible MUNI lines serving this location are 42 and 71. There is accessible parking in the vicinity of City Hall, including the Civic Center Underground Garage. The following services are available upon request with 48-hour advance notice: American Sign Language interpreters, use of a reader during a meeting or sound enhancement system. Accessible seating for persons with disabilities can be made available. Following a meeting, meeting proceedings can be made available in alternative formats. To make arrangements or for information, contact Carla Vaughn 252-2500 (Voice) or 252-2550 (TDD). In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

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25 Van Ness Avenue
Suite 800
San Francisco
California 94102-6033

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of June 8, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Update on Blue Ribbon Committee [Discussion Item (**)]

6. ** CLOSED SESSION **
   a) Public comment on all matters pertaining to the closed session
   b) Vote on whether to hold closed session to confer with legal counsel (SF Administrative Code Section 67.10(d).) [Action Item (*)]
   c) Closed session pursuant to Government Code Section 54956.9 and San Francisco Administrative Code Section 67.10(d).

      CONFERENCE WITH LEGAL COUNSEL – EXISTING AND ANTICIPATED LITIGATION (as PLAINTIFF)

      CCSF V. Scott-Norman et. al
      Filed 09-23-99
      Santa Clara Superior Court #787323

      Number of potential cases: unknown

   d) Reconvene in open session

      1. Possible report in open session on action taken in closed session [Action Item (*)]
      2. Vote to elect whether to disclose any or all discussions held in closed session [Action Item (*)]

7. CONSIDERATION AND POSSIBLE ACTION REGARDING HEARING OFFICER'S RECOMMENDATION ON SCHRAM CONSTRUCTION'S APPEAL OF DE-CERTIFICATION [Action Item (**)]

8. REPORT OF THE DIRECTOR

   a) Chapter 12.D.A. Waiver Report [Discussion Item (**)]

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

9. COMMITTEE REPORTS

a) Lesbian Gay Bisexual Transgender Advisory Committee
Commissioner Martha Knutzen, Co Chair
Commissioner Stephen Herman, Co Chair
Larry Brinkin, Committee Staff

1. Report of the June 20, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, July 18, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

b) Employment Committee
Commissioner Larry Lee, Chair
Pansy Waller, Committee Staff

1. No Report.

NOTE: *The next meeting of the Employment Committee will be held on Thursday, August 3, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

c) Issues Committee
Commissioner Antonio Salazar-Hobson, Chair
Emil DeGuzman, Committee Staff

1. Report of the June 12, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Issues Committee will be held on Monday, July 10, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Maria Cordero, Committee Staff

1. Report of the June 21, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, July 19, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. No Report.
2. Approval of letter to Governor Davis supporting budget augmentation for non-credit program enhancements [Action Item (**)]

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, July 5, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

10. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, JULY 13, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia Harmon
Interim Director

Item 5.a.

HRC STAFF RESPONSE TO THE KPMG REPORT

I. INTRODUCTION

The San Francisco Independent Task Force on Affirmative Action in Public Contracting had two objectives in formulating its recommendations: (1) to help the City within the bounds of the law to ensure substantial opportunities for participation of minority- and women-owned business in the City's public contracting programs; and (2) to help the City administer its affirmative action programs fairly, efficiently and objectively. To meet those objectives, KPMG Consulting was retained to investigate and report on the current practice in the awarding of public contracts, the implementation of the 12D.A Ordinance and subsequently, to draft recommendations to improve the current program. The San Francisco Human Rights Commission (HRC) staff, the City department entrusted to implement the City's affirmative action programs, acknowledges the enormity of this task. However, HRC staff is of the opinion that KPMG was premature in concluding that major duties and responsibilities of HRC's contract compliance staff should be transferred to the Controller's Office. Furthermore, HRC staff questions KPMG's impartiality and objectivity.

First and foremost, HRC Staff generally agrees with these findings, which acknowledges the need for increased financial support and manpower. However, KPMG's findings are replete with unsubstantiated claims and erroneous assumptions. More importantly, the report does not emphasize enough the contract compliance staff's indispensable years of experience, hard fought battles and victories in implementing the 12D.A Ordinance. Recently, the HRC has taken an enormous amount of criticism in its capacity to enforce the City's affirmative action program and its role in awarding public contracts. Furthermore, this recently released report, not only discredits the HRC but condemns it by recommending the implementation duties of HRC contract compliance staff be moved to the Controller's Office. The following is a point by point response and analysis of KPMG's findings and recommendations as it relates to certification, contract compliance and the Diversity Tracking System.

II. CERTIFICATION

FINDING III-1: **The M/W/LBE certification program would benefit by operating within a more independent structure.**

HRC disagrees with this finding. Neither the Independent Task Force nor KPMG has conducted any investigation into the allegations that have been well publicized. It is important to note that none of the allegations have been legally substantiated. The report offers no evidence of any HRC wrong doing or undue influence to support this recommendation.

FINDING III-2: **Site visits for M/W/LBE certifications need to be conducted in a more consistent manner.**

HRC Certification staff generally agrees with this finding. The current practice to perform mandatory site visits to the offices of all new certification applicants. These site visits are unannounced. The unit interviews all company owners. Project files are inspected and all office equipment and work equipment observed is inventoried. Officers document site visits. HRC keeps these forms in physical files.

The Certification Unit does require additional staff. For most of the past for 4 years, one officer was assigned to this unit. This person was responsible for the workload previously assigned for four persons. These responsibilities include: reviewing all new certification and re-certification files, reviewing all registration files, conducting site visits, writing the Certification Unit's brief for denials and testifying during appeal hearings. The assigned staff also investigated and responded to all challenges to the certification status of M/W/LBEs involved in the bidding process. Certification staff handled correspondence and telephone calls from certification applicants, other contract compliance officers and other city departments. Furthermore, they are also responsible for administering the HRC database and the computer network system. There are now two officers assigned to this unit.

FINDING III-3: The certification review process needs appropriate management controls.

While there is general consensus for a more streamlined certification process, there already exists appropriate 'management control' over the review process. Contract compliance officers responsible for certification are under the direct supervision of the Director of the HRC. The Director reviews all recommended certification files with the officer who conducts the investigation of a firm. The Director signs a certification letter only after all concerns and questions are resolved through the certification officer. Only the Director has the authority to certify a firm.

FINDING III-4: The certification unit collects its M/W/LBE applicant information in a manual fashion.

By the nature of the documents requested by the HRC in support of the certification and registration application, e.g. income tax records, rental agreements and an affidavit signed by the applicant, the forms on-line would not sufficiently cure the time it takes to apply for certified status.

FINDING III-5: The certification database needs enhancements and better internal security.

HRC Certification staff generally agrees with this finding. Presently, HRC displays and updates information on certified M/W/LBEs. This information is available on the HRC Website and Citywide Vendor Database. A redesign plan of the Certification database has been in place since January 2000. HRC awaits the final approval of the budget for this coming fiscal year. Hence, the changes recommended by the report are already underway.

In 1998 and 1999, there was a purge of the Certification files in order maintain the data integrity of the certification Database. In 1999, there was a review of all certified firms' status consistent with the requirement of the new 12D.A Ordinance. The Certification Unit designed a new application form and re-certified M/W/LBEs that continued to meet the Certification requirements.

The Certification Database is secure, using the Novell Network Operating System. For the previous two years, there has been only one contract compliance officer and one clerk assigned to the Certification Unit. On January 2000, the Human Rights Commission added an additional contract compliance officer to the certification unit. They are the only staff members authorized to make changes or entries in the database.

FINDING III-6: The certification unit needs to use standard internal classification codes for certifying businesses to perform a particular type of work.

Certification staff acknowledges that using standard commodity and service codes in the database would increase its efficiency.

FINDING III-7: The M/WBE database of certified firms should be improved to become more accurate and user-friendly.

Certification staff acknowledges the need to improve of the Certification Database and make it more user-friendly.

FINDING III-8: **The certification appeals process needs improvement.**

Certification staff agrees with the recommendation for needed improvement and the streamlining of the appeals process.

FINDING III-9: **The current policy of not granting certification reciprocity should be re-evaluated.**

The Best Practices examples cited by the report are not comparable to San Francisco's program. The City of Denver for example has no MBE program at all and Caltrans does not perform site visits as part of its certification process. HRC staff maintains that HRC's certification requirements are far more stringent than most certifying agencies. Nevertheless, HRC believes that a more comprehensive review is needed to reasonably address the issues of varying standards.

III. CONTRACT COMPLIANCE

FINDING IV-I: **The M/WBE program would benefit through increased enforcement powers and a more technical data-driven approach.**

Generally, HRC staff agrees with this finding. The report states in part: "The Controller is appointed to a ten-year term, and can only be removed by the Mayor "for cause" with approval of the majority of the Board of Supervisors. This independence factor remains important because of the high-dollar values on City contracts...." consequently recommending the transfer of bid analysis, award recommendation and/or pre/post-award contract compliance functions to the Office of the Controller because it is a more independent department. HRC staff acknowledges that independence and autonomy from political influence is a very important factor. However, HRC staff disagrees with the conclusion that auditing skills make the Controller's Office a more suitable fit to implement contract compliance functions, as this also requires a multifaceted array of skills. (As a public funded project, the finding and recommendation should have included a cost benefit analysis of moving HRC's function to the Controller vs. a structured reorganization of HRC.)

HRC staff would also like to address the technical data-driven approach the Task Force finding is recommending. It should be noted that the revised 12D.A Ordinance has been in effect for only a year and a half. The revised Ordinance gives HRC increased authority to gather more contracting data, i.e. post award HRC Forms 7, 8, 9 and establishing the Diversity Tracking System. Prior to these revisions, the HRC never had the benefit of such authority or technical support. Moreover, the finding seems to neglect to take into account the long-term effectiveness of the revised Ordinance.

FINDING IV-2: **The City needs to perform random audits of prime contractors and Joint-Ventures to validate M/WBE participation.**

HRC agrees that random audits should be conducted on a regular basis. The current Ordinance requires the HRC in conjunction with the Controller's Office to conduct random audits. HRC and the Controller's Office are currently working to develop a program to randomly audit contracts. This is currently being done on a case-by-case basis.

FINDIND IV-3: **The City should consider various options to ensure M/WBE subcontractors are being paid promptly and according to contract terms.**

Under the revised Ordinance there are new reporting requirements imposed on contract awarding departments and contractors. Without submission of these required documents, the prime contractor will not be paid.

FINDING IV-4: **The City should reevaluate and enhance its current methods for setting subcontractor goals on individual contracts**

Generally, HRC staff agrees that there can be improvements to setting M/WBE subcontracting goals. HRC staff and City departments do set realistic, reasonable and achievable goals. The Ordinance's *Rules and Regulations* give the contractors and City departments opportunity to challenge the established goals.

FINDING IV-5: **Performance evaluations of contract compliance staff need to be performed on a regular basis.**

HRC staff generally agrees with this finding and recommendation for performance evaluations. In addition, performance evaluations will assist HRC to adopt a truly exemplary merit and promotional system.

FINDING IV-6: **Compliance Staff Need To Be Assigned and Utilized In A More Efficient Manner.**

HRC staff generally agrees with this finding. However, the findings do not emphasize enough that HRC's ability to assign staff in a more efficient manner has been dictated, in large part, by the amount of funding contracting departments are willing to include in work-order arrangements with HRC. For example, the findings state that there is no senior-level officer stationed at the Port or PUC. The findings fail to state that neither of those departments has ever funded a senior-level officer position. The findings also state that, because of HRC's allocation of staff, junior CCOs are not appropriately supervised. On the contrary, all CCO Is have a supervising CCO II.

The finding also states that the CCO job description has not been updated since 1980. This is incorrect. The job description was updated in 1998.

FINDING IV-7: **Field audits need to be performed in a consistent manner.**

In the study, KPMG notes that contract compliance staff failed to make site visits. This is incorrect. It is important to note that HRC staff conduct consistent construction site visits to observe who is at the work-site. ie., workers, M/W/LBE and JV participation. This is the foremost proactive approach to identify potential violations and/or adherence to the contract provisions.

HRC staff acknowledges that field audits could be performed in a more consistent manner. Staff also agrees that the Best Practices cited within this finding could be an effective tool for monitoring ongoing projects. However, the finding makes no mention of the reporting requirements now imposed on prime contractors by Chapter 12D.A. (enacted in November, 1998). Prime contractors must now submit, in conjunction with their monthly progress payment request, certain forms detailing information regarding payments to subcontractors. These reporting requirements may prove to be an effective tool for monitoring a prime contractor's compliance with its M/WBE commitments. HRC staff believes that an analysis of its effectiveness in monitoring contracts should take into consideration these new reporting requirements.

FINDING IV-8: **A set of comprehensive operating procedures is needed to guide contract compliance officers through their activities from bid analysis to contract closeout.**

This finding states that HRC's lack of an operating procedures manual for contract compliance staff has resulted in inconsistent approaches and results. The finding only very briefly mentions that such perceived inconsistencies may be due in part to "powers granted to the awarding authorities." On the contrary, HRC staff believes that any inconsistencies are **primarily** attributable to the various contract administration procedures followed by different departments. A fair analysis of this issue must take into account the fact that different departments often receive project funding from state or federal agencies, which impacts the extent of the applicability of Chapter 12D.A. Some departments have separate contract administration divisions while others do not. Some departments are run by commissions while others are not. All of these factors can and do affect the manner in which CCOs perform their duties.

HRC staff also wishes to address Exhibit IV.6 of the finding. The exhibit purports to show that HRC staff has varying levels of involvement with different departments in the contracting process. Six major contracting departments are listed. This varying level of involvement is an "inconsistency" that must be corrected, according to the finding. HRC staff wishes to point out that one of the departments included in the exhibit is MUNI. It is well known and established that MUNI has traditionally operated outside of HRC's contract compliance jurisdiction because of state and federal funding. MUNI has its own contract compliance division, and administers its own program in adherence with Department of Transportation guidelines. The exhibit also includes the Department of Public Health. DPH has also traditionally operated without HRC's assistance and involvement, and has its own contract compliance staff. HRC staff believes that inclusion of MUNI and DPH to support a finding of HRC "inconsistency" is misleading at best.

In fairness, MUNI and DPH should be excluded from Exhibit IV.6. Interestingly, if one were to look at the remaining four departments in the exhibit, one would actually find that HRC staff involvement is very consistent with PUC, DPW and the Port. Staff involvement at the Airport does seem to be inconsistent with those three departments. But inconsistency at a single department would not seem to justify a finding that HRC staff is inconsistent across the board. Amore effective solution might be to create a single contract administration procedure manual for all contracting departments.

FINDING IV-9: **Current methods to gather contract compliance information need to be streamlined to facilitate usage by City departments and contractors**

HRC staff acknowledges that making the compliance forms available electronically would help streamline the contracting process. The forms are currently being revised, and when that revision is complete, they will be available electronically.

HRC staff also acknowledges that some may find the forms to be overly complex. HRC staff does question whether or not the forms are any more complex then the various other City contracting forms. And it is important to note that the forms each serve a very specific purpose and are necessary to HRC's ability to enforce 12D.A. It is also important to note that the forms have been drafted with the assistance of the City Attorney, so to the extent they may seem to be overwritten, it is because the language used has been deemed necessary to help the City legally and effectively enforce 12D.A.

FINDING IV-10: **Advice from the City Attorney should be officially integrated into daily contract compliance operations.**

HRC staff is somewhat surprised at this finding's assumption that the City Attorney is not regularly consulted on matters pertaining to 12D.A. On the contrary, HRC staff **routinely** seeks advice from HRC's Deputy City Attorney's and from those assigned to contracting departments. To the extent it is believed that the City Attorney should become even more involved with providing advice to HRC, HRC staff would wholeheartedly welcome such assistance. Additionally, the finding is in error when it states that the City Attorney's Office was not involved with drafting the recently adopted *Rules and Regulations.*

The finding also questions what it calls the "no talk" rule applied by CCOs during professional services evaluations. The finding states that the *Rules and Regulations* do not provide for such a rule. On the contrary, Section IV.C.5. (d) of the rules states: "The panel members shall not discuss among themselves their respective scores or any reference to ranking until the selection process is complete." HRC staff

would like to point out that there are conflicting provisions in Chapter 6 and Chapter 12D.A which are currently being addressed with the assistance of the City Attorney's Office.

IV. DIVERSITY TRACKING

The Citywide Diversity Tracking System (DTS) is a very important tool, which, if used properly, can allow the City to evaluate its efforts to eradicate contracting discrimination. To that end, since the inception of the DTS, HRC has repeatedly requested assistance to deal with the inadequacies of the City's data collection efforts.

HRC's efforts at maximizing the potential of the DTS are noticeably absent from the KPMG report. In fact, KPMG bases its findings about the Diversity Tracking System (DTS) on one-sided interviews. Although HRC was consulted so that KPMG could obtain access to the DTS, HRC was not interviewed about the information gathered from departments. As a result, there are many inaccuracies in the report.

FINDING V-1: **The Diversity Tracking System needs further technical enhancements to facilitate efficient usage by City Departments.**

KPMG designed the DTS in consultation with the Controller's Office, the HRC and DTIS. When KPMG and the City designed the system, the City believed that department codes contained in the FAMIS system were a reliable method of separating information. However, since then, several smaller departments were organized into larger departments; while the former department code designations remained in the FAMIS and ADPICS systems. As a result, contracts for the larger departments are still classified in the smaller departments.

In addition, inconsistent departmental use of FAMIS and ADPICS provides unreliable information to the DTS. It is unknown if departmental inaccuracies are due to evasions, inadequate FAMIS and ADPICS training or bad data validation on these systems.

Also, contrary to what was reported, DTS tracks registered firms and other participants, if entered by the contract-awarding department.

Moreover, funding to support the DTS is needed to create the necessary enhancements. HRC funding currently allows for 1.5 FTE from DTIS. Part of this funding supports the network at HRC's main office; while the remaining supports all of the other HRC systems. Although limited resources severely restrict improvements to the to the system, enhancements to the DTS have been made and continue to be made.

FINDING V-2: **The Data collected and reported in the Diversity Tracking System needs to be prioritized to better meet the system's intended purpose.**

The consultant cites *Croson* in the introductory paragraphs to this section, yet seemingly misses the point of the need to gather data. The report repeatedly indicates that "the intended purpose of the data collected in the DTS is for tracking and reporting M/WBE subcontracting goals and utilization on contracts." This assertion is only partially true.

The DTS was developed to gather the type of data needed to support the Chapter 12D.A ordinance. This data is used to evaluate utilization, availability and disparity analyses across the contracting industries, as well as to track subcontracting goals and participation.

Traditional disparity analysis determines whether statistically significant disparities exist between the utilization and availability of minority and woman owned businesses at both the prime and subcontracting level and across various industries. Previously, HRC and City staff, aided by a consultant, manually gathered contracting data from City files. Disparity analyses, conducted in this manner, were extremely time consuming and a waste of City resources. Currently, the DTS tracks all participants on a contract, to the extent the awarding department identifies them.

Prioritizing data, as recommended by the consultant, will not serve the system's intended purpose: to evaluate contracting discrimination in the manner proposed by *Croson*. Encumbrances for purchasing, contract modifications, and sole source contracts must all be tracked in order to provide an accurate picture of how the City spends public money, and whether public money is being spent in a non-discriminatory manner.

Further, the consultant paints a one-sided view of the DTS training efforts undertaken by HRC and DTIS. Contrary to what was reported, PUC staff has repeatedly received training on the System. PUC staff participated in training sessions originally offered by both DTIS and HRC. The initial training sessions were followed up with on-site visits to each of the trained departments. During the summer of 1999, PUC again requested in-house training. At that time, DTIS and HRC staff provided training to PUC staff. As recently as May 2000, PUC's Acting General Manager requested additional training for himself and his staff. The day before the training, PUC's Acting General Manager called to say that he could not attend the training. None of the PUC staff attended the scheduled training. When DTIS called to find out where PUC staff was, two staff members arrived at the training more than half an hour late.

Moreover, DTIS and HRC have never refused training and on-site visits.

FINDING V-3: **The City would benefit by improving communication among the entities involved in the administration, usage and interpretation of the data contained in the DTS.**

A Steering Committee has been established to evaluate the need for and to prioritize enhancements to the DTS. The following departments are presently participating: Airport, City Attorney, Controller's Office, Independent Task Force, DTIS, HRC, MUNI, Port, Public Health, Public Works, Public Utilities Commission, and Purchasing.

V. CONCLUSION

HRC considers KPMG's findings and recommendations instructive. However, the conclusions and solutions reach beyond appropriate bounds when they surmise that the major HRC staff responsibilities be moved to a different location thereby remedying their stated concerns.

HRC acknowledges and concurs with the report's findings that recognize the HRC line staff's dedication and years of experience. These individuals have invaluable and indispensable skills, expertise and knowledge to maintain the anti-discrimination ordinance.

Therefore, HRC recognizes its achievements towards implementing Chapter 12D.A of the San Francisco Administrative Code and it acknowledges the deficiencies cited in the report. HRC hopes that the Task Force in adopting its recommendations will appropriately consider the inaccuracies of its report as detailed in this response.

Item 7

AMERICAN ARBITRATION ASSOCIATION

Schram Construction, Inc.	)	
Appellant	)	
	)	**Decision on Appeal to the Human Rights Commission**
and	)	
	)	
City of San Francisco	)	
	)	
Respondent	)	
	)	

The Undersigned Hearing Officer, after considering the arguments of the parties, and the oral and documentary evidence produced at the hearing of this matter, herewith finds as follows:

1. Procedural History

The Appellant, Schram Construction, Inc. ("Schram") was originally certified as an Licensed Business Enterprise ("LBE") under San Francisco Administrative Code Section 12D (the "Ordinance") in 1996. Schram's certification was granted by then Human Rights Commission ("HRC") Director Lee over the objection of the HRC's staff.

As more fully discussed below, the thrust of the staff's objection was twofold: first, that Schram did not have an office in San Francisco which conducted a daily business which was adequately staffed or equipped to conduct a general contracting business; and two, that (on a related issue) Schram did not have the appropriate ethnicity to be entitled to certification as an Minority Business Enterprise ("MBE").

Subsequent to the 1996 certification, Schram was again certified as an LBE in 1998. As had also been the case in 1996, the HRC staff vigorously protested the certification of Schram, on the same basis as in 1996. Notwithstanding those objections, Schram was again certified as an LBE by Director Bamba, successor to Director Lee.

Notwithstanding the 1996 and the 1998 decisions, Schram's status as an LBE was summarily revoked by Contract Compliance Officer Asenloo on September 24, 1999. Asenloo's notice to Schram simply stated that

> "...we have reviewed your application for certification as a Local Business Enterprise ... (and) it has been determined that SCHRAM CONTRUCTION, IND. Does not meet the requirements to be considered a Certified LBE/MBE".[1]

Attached to the Asenloo letter was a brief statement of reasons: that under the ordinance an LBE must have a San Francisco office which performs a "commercially useful function", and that under the Rules and Regulations under the Ordinance an LBE must "transact and operate business daily in the San Francisco office ..." Those reasons were amplified in a second letter from Asenloo, on December 14, 1999. In Asenloo's second letter he also raised an additional issue not contained in the first: Schram's minority status, stating that

> "While Schram ... asserts that Donald Schram's mother, Cruz Schram is of Mexican descent, naturalization papers show that Cruz Schram's former nationality is Mexican however color is listed "White". ... Based upon the

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[1] Exhibit 6, P.001865

documentation, Schram does not meet criteria to be deemed an Minority Business Enterprise."[2]

Schram appealed his decertification to Director Bamba. A hearing was held in front of Director Bamba on January 6 and January 27, 2000; by letter dated January 27, 2000, Director Bamba upheld Asenloo's revocation of Schram's status. Pursuant to §12D.A.6.(B)2. of the Ordinance and Article XIX of the Rules, I was then appointed Hearing Officer to hear Schram's appeal from the action of Director Bamba, and to propose findings and conclusions to the Commission.

A two day evidentiary hearing was held on April 28, 2000, and May 1, 2000. Eight witnesses testified, and several thousand pages of exhibits were placed in evidence.

Although Asenloo's original letter to Schram stated that the HRC was denying Schram's *application* to be an LBE, Asenloo's second letter properly clarified and stated that he was *revoking* Schram's already existing LBE status. Because the Rules anticipate that the hearing before me will be a *de novo* hearing, I determined that the Burden of Proof with respect to the propriety of the HRC's revocation of Schram's status was on the HRC. As I set forth below in my discussion and findings, I do not believe that the City has met its burden, and accordingly, Schram's certification as an LBE ought to be restored.

2. Discussion

The HRC director, on two occasions, determined that the proper interpretation of the Ordinance was such that Schram was entitled to certification as an LBE. That

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[2] The City dropped this as an issue in this matter; although it is not clear from the record, apparently because it had previously been raised and decided by either Director Bamba or Director Lee.

interpretation was rational and served to further the purposes of the Ordinance. To meet its burden here I have decided that it is incumbent upon the City to show either that some relevant fact about Schram that relates to LBE certification is changed or different, or that the Director's action was done by mistake, or that there has been some fundamental change in applicable law. The City has shown neither.

To be certified as an LBE under the Ordinance one must have an office " ... within the geographical boundaries of the City where a commercially useful function is performed .."[3] The office must be one where "... work is performed of a clerical, administrative, professional or production nature directly pertinent to the business being certified ... The office is not required to be the headquarters for the business", but it must be one in " ... which business is transacted (and must be) appropriately equipped for the type of business for which the enterprise seeks certification as an LBE ..."[4] The Rules expand a bit; there it is said that the LBE candidate " ... must transact and operate business daily in the San Francisco..".[5]

Schram, which has its headquarters in Santa Rosa, maintains an office in San Francisco. It was opened in 1996 for the avowed purpose of being able to quality as on LBE.[6] The office consists of an office of approximately 600 square feet in the

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[3] Ordinance §12DA.5

[4] Ordinance §12D.A.6B.1.5.

[5] Ordinance §12D.A.6.B.1. further contains a list of 7 specific items that one must possess to qualify as having a San Francisco office, ranging from business cards with the SF address to a Sign; there is no dispute but that Schram's San Francisco office satisfies all seven requirements.

[6] The Ordinance specifically states that "(t)he office is not required to be the headquarters for the business." It is not significant that the Schram San Francisco office was opened for the express purpose of qualifying for the 5% bid discount accorded by the Ordinance to LBE's; to hold other wise might be to render the Ordinance unconstitutional. See *Associated General Contractors of California, Inc. v. City and County of San Francisco*, (1987) 813 F.2d 922. There, among other matters, the court noted that any "business willing to share *some* of the burdens of a San Francisco location ... can enjoy the benefits of the LBE preference (emphasis added)" .

"Executive", a small office building with a shared receptionist and other common facilities. The office has two telephone lines, a fax line, a desk, a small conference table and chairs, a fax machine, and a small amount of office equipment.

The theory of the City in its presentation of its case was that Schram's office was not used daily and was not adequately staffed or equipped to conduct a commercially useful function. Indeed, Veronica Ng, one of HRC's contract compliance officers involved with the drafting of the Ordinance, testified that to qualify an office

> "...must be adequately equipped with equipment, personnel, computers, to function independently from the headquarters .."[7]

and

> "(the) Operation ...(must be) an active business where business is transacted daily. So if the normal business day will be Monday through Friday, 8:00 to 5:00, we expect during any course of those times that there is business transaction and business activities going on in that office."

Ronald Johnson, the City's expert, went further, testifying that

> "The office would have to have sufficient space to transact or conduct your business. You would have areas for preparing estimates, drafting tables; you'd have computers with AutoCAD on it, most likely, to prepare your shop drawings and to prepare your as-builts ... Depending on the size of the office your have to do bookkeeping; you'd have a project manager that would also act as a business development. Probably, depending on the office, project engineers and estimators. They would have to serve all those different types of functions to do transactions in that office."[8] ... "So as an office in San Francisco, you'd expect to see sufficient space in order to prepare your shop drawings and as-builts, and at the same time doing estimating and bidding and to have a professional staff. That's just too small to incorporate the people required to do the work. .."[9]

Schram fell short of either standard. Asenloo testified that he had made four unannounced site visits to the Schram office over a four week period and that on all

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[7] Testimony of Veronica Ng, P.41 L15.

[8] Testimony of Ronald Johnson, P172 L20

[9] Testimony of Ronald Johnson, P178 L24

four occasions found no one there.[10] Panetta Scott, a contract compliance officer testified that she had no idea what was done in Schram's San Francisco Office, but that on every occasion that she tried to contact Schram in the San Francisco Office no one was there.[11] Pauline Lam, who has been a Sr. Administrative analyst for nine months, also testified she had given up attempting to contact Schram personnel at the San Francisco office. Both testified that they had fallen into the practice of dealing with Schram personnel exclusively at Schram's Santa Rosa office.

Schram, on the other hand, testified that it was his understanding from Director Bamba that he was not obligated to have permanent employees in the San Francisco office, and that the office was used on an as needed basis for costing, bid preparation, and the like. Because of the attempt to decertify Schram in 1996, a log was kept of the days on which the San Francisco office was used.[12] That log shows that the San Francisco office was used 82 times during the period from 9/1/99 through 12/31/99.

Schram further testified that the San Francisco office was adequately equipped for the projects undertaken therein. The contents of the office consisted of a desk; a table and four or five chairs; a fax machine with separate line; two phones and phone

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[10] The visits were made on 8/27, 8/31, 9/2, and 9/24, all in 1999. The first two were in mid-afternoon; the last two early morning. At the visit on 9/24 Asenloo left his card under the door; a Schram employee found the card later that day and called Asenloo, who was not in. Further, Schram's usage log (Exhibit 28), shows that a Schram employee was in the San Francisco office on 8/27, 9/2, and 9/4, although than at a different time than Asenloo's visit.

[11] Testimony of Panetta Scott, P82 L25 > Ms. Scott became a contract compliance officer in 1994, and here testimony related to events after that date.

[12] Exhibit 28

lines; an adding machine, a file cabinet, a bookcase, and a computer.[13] He testified that the office was used for bid preparation, doing take-offs, estimating, and the like.

It is unclear as to the amount of business that must be done in an office for it to be considered as serving a "commercially useful function". It is also not clear as to what the phrase in the Rules means which states that the LBE candidate "...must transact and operate business daily ... in San Francisco ...". The Ordinance, however, anticipates that the decision about when a San Francisco office is compliant will be made by the HRC Director, who in that manner is charged with the responsibility of interpreting and applying the Ordinance in a manner consistent with its purpose.

On two occasions – first in 1996, and second in 1998 – the Director – first Lee and then Bamba – did so. On each occasion they determined that Schram was in compliance with the Ordinance and certified Schram over the objections of the staff. After considering all of the evidence and the testimony, I cannot find any distinction between the manner in which the Schram office was used in 1996 and 1998 as opposed to 1999. For instance, the office use log (see X28) shows that between 9/1/96 and 12/31/96 the office was used 37 times, or an average of 12 times per month. In 1998, between the same period it was used an aggregate of 45 times, and for that period in 1999 82 times. Indeed, the frequency of use has substantially increased.[14]

The theory of the City is apparently that reflected by the testimony of Ng and Johnson – that the office must have a permanent staff and contain everything from a drafting table to a computer with AutoCAD. Because of the staff challenge, however,

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[13] Testimony of Richard Schram, P407, L15

[14] The record also contains Schram telephone bills from 1996, 1998, and 1999, showing telephone usage in the San Francisco office. All show approximately the same frequency of usage.

Director Lee, in 1996, visited the office and found it to be adequate to qualify under the Ordinance.

Accordingly, on two occasions (although not the third) the HRC Director, in the manner mandated by the Ordinance, interpreted the Ordinance in such a way as to find that the Schram office performed a "commercially useful function" and otherwise complied with all of the requirements of the Ordinance; that interpretation was rational, consistent with the Constitutional obligations of the City with respect to the application of the Ordinance (see fn. 6), and furthered its essential purpose; to do otherwise now, on exactly the same facts, would be capricious and unfair to Schram.[15] I cannot imagine any legitimate reason why the Director, having in February, 1998 interpreted the Ordinance in such a manner as to find Schram in compliance would find on exactly the same facts in September, 1999, that he was not. The City offered no evidence to show any rational basis for that change. Accordingly, I believe that the proper interpretation of the Ordinance for the purpose of this Appeal is that applied to Schram in 1996 and 1998.

Just as there has been no change in the factual status of Schram since the two prior occasions on which he was found to be in compliance with the Ordinance and certified as an LBE, there has been no substantive change in the law, nor evidence that the Director operated under a mistake of fact. Although there is a new Ordinance, the

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[15] For instance, see the letter of Gail Roberts, of the HRC staff, to Schram dated May 1, 1966, just prior to Director Lee's certification of Schram (Exhibit 1, P00092): "Schram is not qualified to be listed as a certified LBE/MBE for the following reason(s): ... After having tried unsuccessfully to schedule a site visit of the San Francisco location: 210 Fell Street, HRC staff conducted a unscheduled site visit of this location. This office is not used by employees as an ongoing office. ..." And, in the 1998 appeal hearing to Director Bamba, Pansy Waller, of the HRC staff, informed Director Bamba "...that based on all the supporting documentation that has been submitted and reviewed and the unannounced site visits that were conducted, it was difficult for HRC to

testimony was that the new law was not intended and did not change in any manner the requirements for certification as an LBE, and that the Rules and Regulations adopted under the new Ordinance were not intended to change "... the practice. It is to clarify the practice."[16]

Accordingly, for those reasons set forth above, I believe that Schram's decertification was improper and that his certified status ought to be restored.

2. Findings and Conclusions

I herewith find and conclude that:

a. Schram Construction, Inc. ("Schram"), San Francisco office is a fixed and established place where work is performed of a professional nature directly pertinent to Schram's business, and performs a commercially useful function within the meaning of §12D.A.5 of the Minority/Women/Local Business Utilization Ordinance of the City of San Francisco (the "Ordinance");

b. Schram

1. has a fixed office within the geographical boundaries of the City of San Francisco where a commercially useful function is performed;

2. is listed in the Permits and License Tax Paid File with a San Francisco business street address;

3. possesses a current Business Tax Registration Certificate and did so on September 24, 1999, and at all times during January, 2000;

4. has been located and doing business in the city of San Francisco at all times since 1966;

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determine that Schram had staff assigned at the SF location on a regular basis." (Exhibit 1, P000055)

c. Schram is a Local Business Enterprise ("LBE") as defined in the Ordinance; that interpretation is rational, consistent with the Constitutional obligations of the City with respect to the application of the Ordinance (see fn. 6), and furthers the essential purposes of the Ordinance;

d. Schram is entitled to be certified as an LBE under the provisions of the Ordinance;

e. The action of the Director of the San Francisco Human Rights Commission (the "HRC") on January 6 and January 27, 2000 in upholding the decertification of Schram by the HRC staff was in error, and Schram's status as an LBE ought to be restored as of September 24, 1999.

DATED: June 8, 2000

Professor J. Lani Bader
Hearing Officer

[16] Testimony of Veronica Ng, P69, L16.

12D Waiver List

Year 2000

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
01-12-00	1/6/00	Public Works	Purchase order	$2,303.33	Hauck Manufacturing	SS	Specialized Services
01-12-00	1/11/00	Public Health	Health Services	$50,400.00	Stanford Healthcare	SS	Specialized medical services mandated by state fund
01-12-00	1/11/00	Public Health	Health Services	$92,282.00	UCSF Office of Research Affairs	SS	SS as mandated by federal fund
01-12-00	11/99 – 6/00	Community Health	Medical Equipment	$37,500.00	Alliance Medical Corporation	SS	SS for restoration of current equipment
01-13-00	4/20/99	Airport Airfield Development	Special Services	$150,000.00	California Academy of Sciences	SS	SS to catalog existing specimens
01-18-00	1/12/00	Port	Personnel Services	$76,000.00	Johns/rife Groups	SS	Complies with 12-D ordinance requirements for waiver
01-25-00	1/3/00	Arts Commission	Professional Services	$225,000.00	Keith Haring Estate	SS	Specialized art of native San Franciscan highly regarded in the art community
02-01-00	1/20/00	MUNI	Purchase Order POPT00006223	$18,639.55	Automotive Resources	SS	Sole bidder on contract for necessary goods an services
02-08-00	12/31/1998 to 12/31/1999	Public Health	Commodities	$600,000.00	Abbott Laboratories	SS	Renewal of Contract for purchase of SS diagnostic test lets for sexually transmitted diseases using specialized technology
02-11-00	7/1/99-6/30/2000	Assessor-Recorder	Professional Services	$71,293.00	Telecommunications Mgmt. Corp.	SS	Expertise in Viacom Cable TV property tax
02-11-00	thru 12/31/2000	Public Health	Commodity	$31,450.00	Abbott Laboratories	SS	SS for medical test kits with unique accuracy
02-11-00	11/1/99-12/31/200	Public Health	Commodity	$15,000.00	Midwest Bank Note	SS	Specialized security paper
02-11-00	02/02/00	Water, City Distribution Division	Repair/ Update	$4329.15	SPX Corporation	SS	SS for proprietary software upgrade for smog; test machine as mandate by change in state program.
02-16-00	1/31/00	Airport Commission Planning and Environmental Affairs	Professional Services	$49,999.00	The Regents of the University California		Dept, did not provide what 'good faith steps under taken in determining that the project should only be done by the Regents of University of California
02-22-00	2/18/00	Water Quality Bureau	Equipment Purchase	$12,000.00	Hydrolab Corp.	SS	SS for specialized laboratory equipment
02-23-00	2/17/00	Mayor's office/ Purchasing Dept.	Lease (12 months)	$10,725.00 annual	Ford Motor Company	SS	SS for leasing program that allows for month-to-month term; all other required minimum of 24 months
02-28-00	2/8/00	SFPUC - Water Quality Bureau	Repair	$2500.00	Hydrolab Corporation	SS	manufacturer is SS for need repair of proprietary equipment
03-08-00	03-07-00	Public Works	Professional Services	$185,286.00	Imbsen & Associates	SS	SS for retrofit & rehab strategy
03-09-00	3/6/00	Hetch Hetchy Water & Power	Construction	(2) $1.5 million	(1) Shimmick Construction, Co. (2) Mendelian Construction	Emergency	MBE prime for contract + subcontracting goals (regard) for both contracts
03-10-00	03-02-00	MUNI	City Contract 96947	$550,000.00	Docusystems, Inc.	SS	Only bidder on contract for printing fast passes
03-17-00	7/1/99 - 6/30/00	Public Health	Health Services	$979,967.00	Alameda Health Care Services	SS	Public entity offers clinical continuity in therapeutic treatment services

12D Waiver List

Year 2000

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
03-20-00	03-14-00	Utilities Engineering Bureau	Consultant Services/Construction	$50,000.00	Treadwell & Rollo Geotech	SS	Emergency work in progress
03-20-00	03-14-00	Utilities Engineering Bureau	Consultant Services/Construction	$250,000.00	Malcolm Drilling Co., Inc.	SS	Emergency work in progress
03-23-00	3/16/00	Solid Waste Management Program	Personal Pervice Contract	$98,000.00	Alex E. Dong	SS	Complies with 12D-A unique expertise; 2 year SS not to exceed $98,000.00
03-28-00		Water - City Distribution Division	Purchasing	$37,541.00	Teldata Inc. #42022	SS	SS for hardware and training compatible with proprietary software
03-28-00		Department of Public Works	Engineering Services	$137,650.00	Forell/ Elsesser Engineers, Inc.	SS	
03-29-00	FY 1998 – 1999	PUC Water Quality Bureau Laboratory	PO	$140,000.00	Varian Inc.	SS	Manufacturer is SS for needed laboratory supplies
04-04-00	thru FY 00/01	Public Health	Commodities	$85,000.00	Organon Teknika	SS	Sole supplier of test reagents for oral fluid HIV - antibody screening
04-04-00	thru FY 00/01	Public Health	DBPO	$30,000.00	Greyhound Bus Lines	SS	Renewal of SS because vendor is only land transport anyway willing to issue nonrefundable designator specific tickets
04-04-00	thru FY 00 / 01	Public Health	Lab/ Test Kits	$250,000.00	Bayer Corp. Diagnostic Div.	SS	SS for diagnostic kits compatible with existing laboratory equipment
04-06-00	3/22/00	MUNI	PO POPT0000829(...)	$2521.54	Erico Inc.	SS	Manufacturer is SS for component of proprietary system used in bonding streetcar rails together
04-07-00	3/8/00	Human Resources	Personal Services	$17,594.00	Commission on Peace Officers	SS	Sole entity empowered to evaluate and confer peace officer status in CA
04-11-00	4/1/00 thru 3/31/01	Public Health	Professional Services	$270,000.00	Support for Families of Children Disabilities	SS	Specialized Services
04-16-00		Solid Waste Management Program	SS	$5,000.00	Sanitary Fill Company	SS	
04-17-00	thru FY 00/ 01	Community Health Network	Medical Equipment	$10,000.00	Padgett Medical Instruments	SS	Specialized medical equipment with existing equipment
04-17-00	thru FY 00/01	Community Health Network	Medical Equipment/ Supplies	$50,000.00	DePuy Acromed	SS	SS for specialized medical supplies
04-17-00	thru FY 00/01	Community Network	Medical Equipment/ Supplies	$150,000.00	Medtronic Pacemaker	SS	SS for specially manufactured pacemakers
04-18-00	4/18/00	MUNI	P.O. POPT00008854	$1,848.84	Betts Spring Co.	SS	SS for proprietary cable car equipment
04-19-00	3/8/00	Human Resources	Personal Services	$17,594.00	Commission on Peace Officers	SS	SS empowered to grant peace officer status in CA
05-01-00	4/27/00	MUNI	PO POPT00009068	$1,790.25	Meister Electronics	SS	Soule Source for proprietary equipment for streetcar rail switch signals
05-08-00	4/19/00	PUC/WPCD	Purchase Orders	$326,000.00	Pearpoint 34408	SS	Specialized sewer inspection systems compatible for use in hazardous conditions

12D Waiver List

Year 2000

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
05-17-00	5/2/00	Water Supply & Treatment	Purchase	$8,700.00	Cycle Center of Fremont	SS	Sole Vendor willing to enter into this contract
05-17-00	4/1/00 thru 3/31/09	81 Community health Network	Professional Services	$28,000.00	Harder & Co.	SS	Specialized Services
05-19-00	05-17-00	Port of San Francisco	Personal Services	$15,000.00	Ergo Insight	SS	Unique experience for this contract only
05-19-00	03-21-00	Solid Waste Management Program	Transit advertising	$36,000.00	TDi	SS	Only firm licensed to do work
05-22-00	01-31-00	Airport Commission	Professional Services	$49,999.00	The Regents of the U.C.	SS	Only group available to provide research on air quality
06-13-00		Hetch Hetchy Water & Power		$250,000.00	Chemical Lime Company	SS	Sole bidder on needed chemicals

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission

Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

DRAFT

Item 9.e.2

June 22, 2000

The Honorable Gray Davis
Governor's Office
State Capitol
Sacramento, CA 95814

COMMISSIONERS

Harry W. Low
Chair

Ghada Saliba-Malouf
Vice-Chair

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen J. Herman
Martha Knutzen
Larry Lee
Leslie D. Littleton
Antonio Salazar-Hobson
Alan Akira Watahara

RE: $12.8 Million Budget Augmentation
Noncredit Program Enhancements
California Community Colleges

Dear Governor Davis:

I am writing in strong support of the proposed $12.8 million augmentation for noncredit courses offered in the California Community Colleges. We understand that noncredit is the most underfunded segment of public education in the State of California, yet it serves the most difficult to educate and the most economically and socially disadvantaged adults of our state.

The noncredit Community College Programs is to ensure that no adult in California lacks the basic language and computational skills or workforce training, needed to enter mainstream society. Furthermore, noncredit provides courses preparing Californians for citizenship status or to develop good parenting skills. This budget request is a priority for the entire Community College system and vital to the nearly half-million Californians taking these courses.

I thank you in advance for your support of the Community Colleges, especially for bringing Partnership for Excellence funding up to the proposed level.

Again, I strongly urge you to support the $12.8 million augmentation to the Community College budget.

Sincerely,

Harry Low
Chair

25 Van Ness Avenue
Suite 800
San Francisco
California 94102-6033

TEL (415) 252-2500
FAX (415) 431-5764
TDD (415) 252-2550
www.ci.sf.ca.us/sfhumanrights

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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22/00

SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING JUNE 22, 2000

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Commission Chair Harry Low called the meeting to order at 4:30 p.m. A quorum was present.

ROLL CALL

Commissioners

Present: Harry Low, Chair; Ghada Saliba-Malouf, Vice Chair; Youn Chey; Shirley Dimapilis; Stephen Herman; Leslie Littleton (arr. 4:46); and Alan Watahara

Excused: Julia Globus-Sabori; Martha Knutzen; and Antonio Salazar-Hobson

HRC Staff

Present: Virginia M. Harmon, Director; Toni Delgado; Diana Rathbone; Pansy Waller; and Kevin Williams

Guests

Present: Susan Frankel, Deputy City Attorney; George Mix ; Katie Ocurrie ; Jerry Percy; Willie Ratcliffe

Approval of Minutes

The minutes of the June 8, 2000 Commission Meetings were approved.

General Communications File

A general communications file was circulated.

Report of the Chair

Chair Low commented on the last Blue Ribbon public meeting where many HRC staff shared their comments. He stated that he was not able to attend the meeting but he read and saw many of comments. Chair Low stated that he met with HRC staff and thought it was a positive meeting. He stated that he was hopeful that the staff's thoughts would be considered by the Affirmative Action Task Force (AATF). Chair Low emphasized that he and the Task Force want to produce an accurate and complete report and they did not want their names on an erroneous report. He noted that he

thought the HRC has an opportunity to make additional changes/comments to the Task Force report. Chair Low suggested that everyone to go to the next public meeting for the Task Force on June 23rd at 3:30pm, 2nd floor, City Hall, and added that he hoped the Task Force could complete and finalize the report fairly quickly. Chair Low reiterated that the Task Force wants the report to be accurate and full opportunity to consider all views of HRC staff and the general public. He stated that in general, the report has much to say and is a challenge to those who work with the HRC, and/or on the Commission.

Chair Low continued, stating that even if the report is adopted, it still must be approved by the Board of Supervisors and the Mayor, as well as legislation and charter changes, which affords the HRC plenty of time to implement the good parts of the report in many different ways. Chair Low stated that the role of the Commission in terms of policy setting, goal setting, tutoring and programs would be retained and the HRC will be more active and stronger in that respect. He noted that the HRC has great staff to help in carrying out these skills, in turn, creating the respect and confidence of the community.

Vice-Chair Saliba-Malouf noted that she was pleased to see so many Commissioners attended the [AATF] meeting and that she was very interested in the proceedings and hearing the Staff's reactions. She also noted that she would like the Commission, as a whole, forward a response to the Blue Ribbon Committee. Vice-Chair Saliba-Malouf added that she agreed with many of the criticisms of the HRC contained in the report, though she was disappointed to see that the report made only one recommendation on addressing the problems. She stated the Commission should come forward with some recommendations on correcting the problems that exist. She continued, stating that the removal of the powers of the HRC will undoubtedly affect our mandate and budget and that she didn't think that that was very good development. She added that hopefully with Chair Low's help, the HRC can let the Blue Ribbon Committee know our feelings on this; and that although the HRC can't take any steps at this meeting, it would be nice to get this across. Vice-Chair Saliba-Malouf said that once the ball starts rolling it is hard to undo it and that it would be great for the HRC to do something proactive.

Commissioner Watahara echoed Vice-Chair Saliba-Malouf's sentiments, stating that a response from the body of the Commission is appropriate, adding that the HRC respond not only in a timely way, but also an effective way; collectively, rather than individually.

Commissioner Dimapilis added that the HRC should do something that will benefit the Community as well as the commission.

Commissioner Chey inquired about the possibility to have the Task Force not vote on the report at its next meeting. She stated that the recommendation seems like it destroys the Commission; though the mandate is to review minority participation and contract, the HRC and Task Force should think in terms of the positive history of the Commission. Commissioner Chey noted that input was never requested from the HRC and it seemed that the Task Force recommendation was based on one isolated incident. Commissioner Chey added that the HRC should think in terms of the long history rather than one mismanagement.

Commissioner Herman wondered what the other Commissioners see as a next step for the Commission and if it is something that the Commission should discuss at the next meeting. Commissioner Herman also inquired about the possibility of the Task Force presenting a draft to the Commission for review and approval.

Chair Low stated that he would present to the AATF some of the views being expressed and added that he invited HRC staff to present their opinions in a few weeks and he would give consideration to those remarks and suggestions. Chair Low stated that he is only one vote of three and added that he had considerable debate/reluctance to move in a certain direction; although he noted that the HRC would have a continuing, and hopefully strengthened role, in policy making, goal setting and teaching for minorities. Chair Low added that the major changes of the Task Force report will take changing legislation and budget considerations. He commented on the wealth of talent at the HRC and assured that staff would be put to good use. Chair Low stated that it was his goal to produce a good report, and added that the Task Force has been working on this since October/November of last year and they want to bring it to some finality.

Commissioner Watahara asked if it would be appropriate to aggendize this subject for the next meeting and Chair Low agreed.

Public Comment

Jerry Percy

Jerry Percy, Operating Engineers Organization spoke on behalf of Kevin Williams. Mr. Percy stated that he encountered a history of discrimination in dealing with the City and County of San Francisco in the construction trade. He noted that since 1969, he/his life have been threatened on jobs, he was forced into early retirement, the EEOC abandoned his case because he had a record and through all this, Kevin Williams was a helpful individual.

Willie Ratcliffe

Willie Ratcliffe, African American Contractors of San Francisco and Liberty Builders. Mr. Ratcliffe stated that he had a case that was dropped and that he would like to see it put back on. He stated that he was sorry that some HRC Staff didn't do their jobs and that in light of current political corruption, he supports the KPMG report to move 12D. Mr. Ratcliffe added that he'd like to see the good HRC employees stay with the program. He stated that if things had been done right, the HRC wouldn't have the public against them and noted that if HRC stood up and did their jobs right, the public would stand behind them.

Katie Ocurrie

Katie Ocurrie, concerned citizen. Ms. Occurie stated that she was 52 years old and 26 of her years were spent on the Southeast side of the City and the other 26 in Portola. Ms. Occurie expressed her dissatisfaction to not see one Black man sitting on the Commission. She stated that she is involved with international political work because she feels that local San Francisco politics stink. Ms. Occurie felt that Black people in the Bayview/Hunters Point area have been treated like stepchildren in this City and that

the way Kevin Williams has been treated is unfair. Ms. Occurie stated that Mr. Williams'15 years on the job qualifies him to take over the reigns at the HRC and added that Reverend Hawkins with the DA's office doesn't have a top job and has a closet (for an office) at Burnett School. Ms. Occurie states that this City has not forgiven Blacks for the uprising of 1966 and that they should be treated just as weil as the Gay community.

Commissioner Chey asked Ms. Ocurrie if she knew that HRC Commissioners are appointed by the Mayor and that the Mayor is African American himself. Commissioner Chey then described the process of name submission for Commission appointees.

Public comment on all matters pertaining to closed session
Chair Low requested public comment on all matters pertaining to closed session. There was no public comment. Closed session was moved (Saliba-Malouf), seconded (Dimapilis), and passed (Unanimously).

Closed session pursuant to Government Code Section 54956.9 and San Francisco Administrative Code Section 67.10(d).
Chair Low invited the public to leave the room and the Commission went into closed session.

Reconvene in open session & Vote to elect whether to disclose any or all discussions held in closed session
The Commission reconvened in open session and voted not to disclose any or all discussions held in closed session. Moved (Littleton), seconded (Dimapilis) and passed (Unanimously).

Consideration and possible action regarding Hearing Officer's recommendation on Schram Construction's appeal of de-certification
Susan Frankel of the City Attorney's office spoke of the appeal of Schram Construction. She reviewed that the appeal was held before a hearing officer from the American Arbitration Association and it is the Commission's final call to accept the recommendation of the hearing officer or choose another course.

Chair Low stated that the hearing officer's report recommends that the de-certification of Schram Construction be overturned and asked if everyone had time to read the report and know all of the facts.

Commissioner Littleton requested that this item be calendared for the next Commission meeting so that there was more time for review.

Commissioner Watahara queried about existing timelines as to when a decision should be made. Ms Frankel noted that there was nothing in the Rules and Regulations specifying a timeline, although Schram would be anxious for a decision. Commissioner Watahara suggested that the HRC establish a timeline and Chair Low encouraged Commissioners to act on this at the next meeting.

Report of the Director

Director Harmon reported on the 12D Waiver list, stating that HRC Staff would be happy to provide additional information on any of the waivers granted at the request of the Commissioners. Ms. Harmon also noted that she met with M/W/LBE Advisory Committee and they requested that more information be provided in the last column "Reason for Action" so the Commission could determine whether the action taken was appropriate. Ms. Harmon stated that the 12D Waiver List will now include that information and that she will provide the Waiver List at every other Commission meeting.

Public Comment

George Mix

George Mix, former director of Urban League shared his disappointment with the HRC and what has happened to Kevin Williams. Mr. Mix commented that Mr. Williams is doing an outstanding job at the Airport and working with community agencies. Mr. Mix shared he and Mr. Williams' positive working history and his own history with working with previous Mayors of San Francisco.

Kevin Williams

Kevin Williams, HRC Staff. Mr. Williams spoke on his own behalf, seeking refuse from injustice, intolerance and reprisal. Mr. Williams stated that he receives retaliation because he complied with a federal subpoena to testify about alleged wrongdoing within the HRC and added that his own human rights have been violated since he had been stripped of his supervisory duties at the Airport and humiliated in front of his staff. Mr. Williams noted the people who spoke on his behalf at the Commission meeting of May 25th and added that these public testimonies have been dismissed by management. Mr. Williams requested that the Liberty Builders v. Hensel Phelps be re-opened since [Liberty Builders] was a victim of discriminatory treatment since and did not receive due process. Mr. Williams stated that losing his job will not break him, because of almighty God. And that you must respect human rights in order to direct human rights.

Commissioner Herman stated that he was confused about the Liberty Builders case and thought that the Commission had voted to send the case to a hearing and heard nothing after that.

Chair Low asked that the Director and City Attorney provide a review of the Liberty Builder case at the next Commission meeting.

Marie Harrison

Marie Harrison, concerned citizen, stated that the HRC has taken a beating over the last few years and added that the Liberty Builders case be revisited. Ms. Harrison stated that corruption has taken over this City and that Mr. Williams should be restored to his position at the airport with an apology.

COMMITTEE REPORTS

LGBTH Advisory Committee

Commissioner Herman stated that a speaker from ILWU alleged that a group called "Professional Messenger" has violated Chapter 12B. The Committee stated that they would like to hear both sides of the story and the issue will be forwarded to the Commission if need be. Commissioner Herman stated that the Committee also spoke at length regarding the Economic Empowerment hearing and added that the Committee is preparing a report to highlight the recommendations and findings of the hearing and strategize on how the Committee will move forward based on those findings.

Commissioner Herman also noted that the Pride March was upcoming and that the HRC, supplied with pamphlets, will march with the Mayor's contingent. Commissioner Herman added that a Committee retreat will take place on September 16th.

Issues Committee

Vice-Chair Saliba-Malouf stated that a group called "Bastard Nation" spoke to the Committee representing the rights of adoptees. The group spoke of two bills: one on rights of adoptees to have information on their biological parents-which borrowed heavily from the UN convention on the Rights of a Child-to the identity and knowledge of [his/her] background and culture. The second is a California Bill, legalizing anonymous abandonment of a child, linking mother and child by a bracelet. There are concerns about abuse of the bracelet. The Committee will continue to keep the Commission updated if appropriate action is warranted.

Vice-Chair Saliba-Malouf also expressed the concern of Committee members regarding Committee items. The Committee Chairs will now report issues to the Committee to give choices so no time is wasted on issues the Committee might not want to address. Vice-Chair Saliba-Malouf has suggested a retreat for the Committee to discuss recruiting additional member as well as help determine the issues the Committee might want to address over the next year. Vice-Chair Saliba-Malouf also urged Commissioners to provide issues that they would like to see the Committee work on.

M/W/LBE Advisory Committee

Commissioner Dimapilis stated that a summary of the Quarterly Report was provided by HRC staff and added that we are a long way from meeting the MBE program goals. The Mayor's goals are 16 per cent and current participation is only 3.03 per cent. The Committee also discussed the 12.D. Waiver List. Commissioner Dimapilis stated that there was lively discussion on the Blue Ribbon Task Force and members of the Committee were encouraged to attend the next AATF public meeting.

Commissioner Littleton stated that the definition of "American Indian" was also addressed, and questioned whether the definition the HRC uses is congruent with the federal definition. Commissioner Littleton added that this subject has been referred to the City Attorney's office. Commissioner Littleton also noted that most of the Committee members were opposed to moving the certification and contract compliance duties to the Controller's office.

Youth & Ed

Commissioner Herman introduced a letter to Gov. Gray Davis, supporting increased funding to the currently under-funded non-credit divisions of community colleges. Non-credit classes are primarily parenting and ESL classes, affecting minorities and underprivileged individuals in terms of their academic skills and abilities to get into the work force. Commissioner Herman noted two corrections: 2nd paragraph; "It is the mission of..." add ..."good ESL and parenting skills". Commissioner Herman also asked to cc: the people who were on the original letter.

Commissioner Herman requested that the letter be faxed tomorrow, if passed by the Commission tonight, and provided Gov. Davis' fax number. There was discussion regarding the issue of the Commission taking a position on state legislation that the Board [of Supervisors] has not yet taken a position on. Ms. Frankel urged the Commission to address the letter to the Board of Supervisors and stated that she would check into the legalities of cc'ing the Governor. Chair Low requested that Ms. Frankel ascertain how to address and cc the letter and if passed, fax the letter the next day.

With the above-mentioned changes, the letter was moved (Chey) seconded (Dimapilis) and passed (Unanimously).

New/Old Business

Commissioner Chey asked about the issue with Kevin Williams and Ms. Frankel stated that the Commission should refrain from discussing personnel matters. Chair Low and Vice-Chair Saliba-Malouf requested that the issue be calendared on a later date, for Executive Session.

Commissioner Watahara noted that the next Youth & Education Committee meeting has been cancelled due to its proximity to the 4th of July holiday and that the Committee will resume with it's regularly scheduled meeting in August.

Commissioner Littleton noted that she attended the Juneteenth Celebration Luncheon and enjoyed the good fellowship of the African American community. She also noted that Rev. Brown presented a good presentation about the purpose and meaning behind the Juneteenth Celebration.

Commissioner Dimapilis noted that she would be attending the Filipino Independence Day activities, representing the HRC and the Mayor.

Adjournment

The meeting was adjourned at 6:11 p.m.

NEXT MEETING

DATE: Thursday, July 13, 2000

TIME: 4:30 P.M.

PLACE: 1 Dr. Carlton B. Goodlett Place
Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, July 13, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen Herman
Martha Knutzen
Larry Lee
Leslie Littleton
Harry Low
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

DISABILITY ACCESS

The City Hall Conference Room is wheelchair accessible. The closest accessible BART station is the Civic Center Station and the closest Muni Metro station is the Van Ness Station. Accessible MUNI lines serving this location are 42 and 71. There is accessible parking in the vicinity of City Hall, including the Civic Center Underground Garage. The following services are available upon request with 48-hour advance notice: American Sign Language interpreters, use of a reader during a meeting or sound enhancement system. Accessible seating for persons with disabilities can be made available. Following a meeting, meeting proceedings can be made available in alternative formats. To make arrangements or for information, contact Carla Vaughn 252-2500 (Voice) or 252-2550 (TDD). In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force at 554-6075.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meeting s are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

ATTENTION: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Administrative Code 16.520 - 16.534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street, #701, San Francisco, CA 94102, telephone (415)554-9510 fax (415)703-0121 and web site http://www.ci.sf.ca.us./ethics.

25 Van Ness Avenue
Suite 800
San Francisco
California 94102-6033

TEL (415) 252-2500
FAX (415) 431-5764
TDD (415) 252-2550
www.ci.sf.ca.us/sfhumanrights

AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of June 22, 2000 [Action Item (*)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Affirmative Action Task Force Report [Discussion Item (*)]

6. REPORT OF THE DIRECTOR

   a) Presentation Regarding Bonding Program [Discussion Item (*)]
   b) Update on Diversity Tracking System Steering Committee [Discussion Item (*)]
   c) Overview of Liberty Builders Appeal [Discussion Item (*)]

7. ** CLOSED SESSION **

   a) Public comment on all matters pertaining to the closed session
   c) Vote on whether to hold closed session (SF Administrative Code Section 67.10(b).) [Action Item (*)]
   d) Closed session pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b).

      PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Virginia Harmon, Director [Discussion Item (*)]

   e) Reconvene in open session: Vote to elect whether to disclose any or all discussions held in closed session [Action Item (*)]

8. UPDATE ON HEARING OFFICER'S RECOMMENDATION ON SCHRAM CONSTRUCTION'S APPEAL OF DE-CERTIFICATION [Discussion/Action Item (*)]

9. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
      Commissioner Martha Knutzen, Co Chair
      Commissioner Stephen Herman, Co Chair
      Larry Brinkin, Committee Staff

      1. No Report.

      NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, July 18, 2000 at 5:30 p.m. at the Human Rights*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102

b) Employment Committee
Commissioner Larry Lee, Chair
Pansy Waller, Committee Staff

1. No Report.

NOTE: *The next meeting of the Employment Committee will be held on Thursday, August 3, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

c) Issues Committee
Commissioner Antonio Salazar-Hobson, Chair
Emil DeGuzman, Committee Staff

1. Report of the July 10, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Issues Committee will be held on Monday, September 11, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Maria Cordero, Committee Staff

1. Report of the June 21, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, July 19, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. No Report.

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, August 2, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

10. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, JULY 27, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING JULY 13, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:43 p.m. A quorum was present.

ROLL CALL

Commissioners

Present: Ghada Saliba-Malouf, Vice Chair; Youn Chey; Shirley Dimapilis; Stephen Herman; Larry Lee; Antonio Salazar-Hobson (arr. 6:01); and Alan Watahara

Excused: Harry Low, Chair; Julia Globus-Sabori; Martha Knutzen; and Leslie Littleton

HRC Staff

Present: Virginia M. Harmon, Director; Kimberly Bolding; Larry Brinkin; Emil De Guzman; and Toni Delgado

Guests

Present: Susan Frankel, Deputy City Attorney; Jacqueline Minor, Deputy City Attorney; Lindsay Johnson; Ingrid Merriweather; Gail Roberts; Jonnie Robinson

Approval of Minutes

Approval of the minutes of the June 22, 2000 Commission Meeting were moved (Dimapilis) seconded (Watahara) and passed (Unanimously).

DOCUMENTS DEPT.

AUG 24 2000

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General Communications File

A general communications file was circulated.

Public Comment

Jerry Percy

Jerry Percy, Operating Engineers Organization spoke about a personal 30-year investigation on discrimination within contractors, minority contractors, the City, EEOC

and minority fronts. He stated that he had documentation to support his claims and Vice-Chair Saliba-Malouf invited Mr. Percy to send that information to the Commission.

Report of the Chair

Vice-Chair Saliba-Malouf announced that Deputy City Attorney Susan Frankel has a new position at the Airport Commission and will no longer support the HRC as its assigned City Attorney. Vice-Chair Saliba-Malouf expressed the Commission's appreciation for Ms. Frankels dedication and advice over the years. Vice-Chair Saliba-Malouf then welcomed Jackie Minor, the new City Attorney assigned to the Commission.

Commissioner Herman echoed Vice-Chair Saliba-Malouf's sentiments and stated that he has had a wonderful working relationship with Ms. Frankel and will miss her. He then suggested that the Commission draft a letter to be put into Ms. Frankel's personnel file, expressing the Commission's appreciation, diligence, hard work and sensitivity to issues.

Commissioners Chey, Dimapilis, and Watahara all expressed their positive thoughts and appreciation for Ms. Frankel and her service to the Commission.

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Commissioner Watahara introduced Lindsay Johnson, and intern from UCLA.

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Vice-Chair Saliba-Malouf spoke about the Affirmative Action Task Force (AATF) meeting of last week where the Task Force adopted the KPMG report. Director Harmon supplied a brief overview of the AATF meeting of June 23rd. She stated that although the Task Force requested additional information regarding some subjects, they did adopt some of the most significant suggestions of the KPMG report; including the transfer of Contract Compliance, Certification and Diversity Tracking System functions of the HRC to an Office of Contract Compliance at the Controller's Office. Director Harmon stated that the HRC has been implementing some of the substantive recommendations of the report and has been looking into the appropriateness of the other recommendations, as well as the feasibility of implementation given the HRC's resources. Director Harmon added that Staff will update Commissioners at future meetings.

Vice-Chair Saliba-Malouf stated that the Task Force has yet to issue their final report and Director Harmon concurred. She also shared her support in the HRC's implementation of some of the recommendations and stated that the Commission should hold off on any formal statements until the Task Force has released their report and the Commission has all had a chance to read it. Vice-Chair Saliba-Malouf then asked for comment from the Commissioners.

Commissioner Chey stated that the Commission - as a body - should express their feelings about the report. Commmissioner Chey felt that the Controller's mission does not include Affirmative Action issues and instead should be the HRC's main duties. She stated that these are the HRC's core tasks and that the Commission should not sit

quietly and accept the recommendations. Commissioner Chey requested that Commission be proactive and voice their opinions. She stated that the HRC knows what the recommendations are and that we should react and make recommendations. Commissioner Chey added that an opportunity must be given to the HRC to correct and mishandled situations rather than outright removal of responsibilities. Commissioner Chey also shared her dismay with Chair Low being a member of the Task Force and voting to remove the HRC's responsibilities, but added that she understands that Chair Low was just doing his job as a member of the Task Force, and that that was his opinion.

Commissioner Dimapilis agreed, and stated that Certification and Contract Compliance are the HRC's main responsibilities and that she sees the Controller's office more as a fiscal advisor. She added that the Mayor has set aside money for this endeavor and that money should be given to the HRC to support the implementation of the [KPMG] reports suggestions.

Commissioner Lee stated that he spoke on behalf of the HRC at the last AATF meeting and added that he feels that the functions can and should be handled by the HRC.

Commissioner Herman stated that it is unfortunate that Justice Low is not here to participate and hear this discussion. He stated that he has attended most of the AATF meetings and added that some of the basic auditing functions should be moved to the Controller's office, but moving HRC staff to that office has not been clearly thought out. Commissioner Herman stated that the Task Force has brought good ideas to the table regarding procedures and practices, and for that, the exercise was valuable. He stated that he would like to hear from Director Harmon on a regular basis on what is happening so the Commission can support the HRC and publicly highlight things that are changing for the better. He stated that the Commission should concentrate internally and make the effort to address the recommendations and added that the AATF's main issue with the HRC was public confidence.

Commissioner Watahara noted that at the last Commission meeting there was discussion regarding issuing a response [to the report] from the Commission, stating that there needs to be something on record, including staff driven recommendations and changes that the Commission would like to implement to instill public confidence.

Commissioner Herman suggested it might help if the Director came forward with a report outlining how these particular recommendations are being handled and addressed, then the Commission can come forward with a public press conference.

Vice-Chair Saliba-Malouf stated that the Commission should communicate to the Mayor and the Board of Supervisors how the Commissioners feel about the report; adding that the Commission should have a response to the [KPMG] report including how the HRC plans to implement some of the recommendations, the short and long term goals, the main problems of the report and alternatives to the suggestion of moving HRC's functions to the Controller's office. Vice-Chair Saliba-Malouf stated that a quick response will show that we take this report seriously and express that we have some

objections as well as agree with some of the recommendations. She asked that this issue be aggendized for the next Commission meeting to be further discussed with Chair Low on his return.

Commissioner Herman stated that if a letter is sent, it should include a specific point by point response on each recommendation. Commissioner Herman stated that it is communication between the HRC and Controller's office is extremely important. Director Harmon noted that although the Controller's office is obligated to work with the HRC, that has not happened, though within the last couple of months cooperation has been strengthened outside of the Task Force report.

Report of the Director

Presentation Regarding Bonding Program

Director Harmon stated that the HRC administers the City's Bonding Program and asked Ingrid Merriweather, Program Administrator to present information about successes and proposed changes to the program. The Task Force recommended that we strengthen the Bonding program and create additional funding sources for the bonding program.

Ingrid Merriweather, President of Meriweather and Williams Insurance services which provides property, casualty and bonding insurance and risk management consulting. Merriweather & Williams is also a HRC certified firm as a WLBE. Ms. Merriweather provided an overview of obstacles that M/W/LBE firms face in doing business with the City & County of San Francisco, primarily Bonding & Financing. She stated that to obtain bonding necessitates a proven track record of performing comparable work and scope. Financing or working capital is also hard for M/W/LBE firms to obtain. Ms. Merriweather provided a handout (attached) and gave an overview of the current situation of M/W/LBE bonding and financing. She stated that M/W/LBW outreach and support could greatly enhance meeting the HRC's and the Mayor's goals.

Update on Diversity Tracking System Steering Committee

Ms. Kimberly Bolding (HRC Staff) provided an overview of the Diversity Tracking System Steering Committee, explaining that the HRC has met with various Departments to identify, evaluate and prioritize enhancements to the technical system. The HRC is currently implementing some of the suggested enhancements and will provide updates to the Commission as necessary (attachment).

Overview of Liberty Builders Appeal

Director Harmon and Ms. Frankel stated that in further review of the Liberty Builders file, Hensel-Phelps has requested that they be notified of any public discussion. Ms. Frankel noted that Hensel-Phelps had not been contacted and requested that this item be tabled for the next Commission Meeting.

Update on Hearing Officer's recommendation on Schram Construction's Appeal of De-Certification

There was no discussion on this subject, and the Commission adopted the Hearing Officer's recommendations. Moved (Herman), seconded (Dimapilis) and passed (Unanimously).

COMMITTEE REPORTS

LGBTH Advisory Committee
No Report.

Employment Advisory Committee
No Report.

Issues Committee
Mr. Emil DeGuzman (HRC Staff) stated that the Committee discussed Proposition 21, the Juvenile Justice measure, and provided and overview of Prop 21 and the climate of the City with regard to this Proposition. Mr. DeGuzman provided examples of City programs that are available for at-risk youth.

Mr. DeGuzman also spoke about attendance and membership and the possibility of broadening membership and added that the Committee will discuss these issues at the next Committee retreat in September.

Commissioner Chey stated that Commissioner Globus-Sabori has been very passionate about Proposition 21 and Commissioner Watahara suggested to Mr. DeGuzman that he work with Ms. Delgado (HRC Staff) to present and discuss collaboration with the Youth & Education Committee regarding this issue.

Commissioner Herman added that the Youth Commission has had lively discussions regarding this measure and wondered if - since the City did not pass this measure – San Francisco could be a "safe zone". Ms. Frankel noted that the City Attorney's office is currently working on a legal opinion on this matter and will be provided at a later date.

MBE/WBE/LBE Advisory Committee
Commissioner Dimapilis stated that Mr. Ulysses Montgomery attended the Committee meeting, asking that the definition of American-Indian be clarified in the ordinance. Commissioner Herman asked why one had to be part of a tribe to be deemed 'American-Indian' and Director Harmon stated that the definition of American-Indian was based on the EEOC definition and Ms. Frankel added that the definition was based on federal legislation.

Commissioner Salazar-Hobson noted that there were three categories of Indians that the Federal Government has decided: Indian's affiliated with tribes; unrecognized Indian tribes; and Indians that choose not to affiliate or cannot affiliate because of percentage of blood lines.

Commissioner Dimapilis added that there was lively discussion regarding the letter from Dawn Clements, which her opinions of the KPMG report.

Youth & Education Committee
No Report.

Public comment on all matters pertaining to closed session
Vice-Chair Saliba-Malouf requested public comment on all matters pertaining to closed session. There was no public comment. Closed session was moved (Herman), seconded (Dimapilis), and passed (Unanimously).

Closed session pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b).
At 6:07 p.m., Vice-Chair Saliba-Malouf invited the public to leave the room and the Commission went into closed session.

Reconvene in open session & Vote to elect whether to disclose any or all discussions held in closed session
At 6:49 p.m. the Commission reconvened in open session and voted not to disclose any or all discussions held in closed session. Moved (Herman), seconded (Dimapilis) and passed (Unanimously).

Adjournment
The meeting was adjourned at 6:50 p.m.

NEXT MEETING

DATE: Thursday, July 27, 2000

TIME: 4:30 P.M.

PLACE: 1 Dr. Carlton B. Goodlett Place
Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

7/00
mended

Memo

Date: July 24, 2000

To: HRC Commissioners, Staff and Public

From: Toni A. Delgado

Re: Amended Commission Meeting Agenda

Attached, please find an amended Commission meeting agenda.

The only change is the addition of item 6.d. "Discussion and approval of commendation letter for Susan Frankel".

This letter will be provided at the meeting. If you have any questions, please do not hesitate to contact me.

t. ☺

Commission Secretary
415.252.2502

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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission

Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Amended 07-24-00

Virginia M. Harmon
Interim Director

SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, July 27, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen Herman
Martha Knutzen
Larry Lee
Leslie Littleton
Harry Low
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of July 13, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Discussion and possible action on Commission response to Independent Task Force on Affirmative Action recommendations [Discussion/Action Item (*)]

6. REPORT OF THE DIRECTOR

   a) Chapter 12.D.A Waiver Report [Discussion Item (**)]
   b) Update on Bonding Program Legislation [Discussion Item (*)]
   c) Overview of Liberty Builders Appeal [Discussion/Action Item (*)]
   d) Discussion and approval of commendation letter for Susan Frankel [Action Item (***)]

7. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
      Commissioner Martha Knutzen, Co Chair
      Commissioner Stephen Herman, Co Chair
      Larry Brinkin, Committee Staff

      1. Report of the July 18, 2000 Committee Meeting [Discussion Item (*)]

         NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, August 15, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   b) Employment Committee
      Commissioner Larry Lee, Chair
      Pansy Waller, Committee Staff

      1. No Report.

         NOTE: *The next meeting of the Employment Committee will be held on Thursday, August 3, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   c) Issues Committee
      Commissioner Antonio Salazar-Hobson, Chair

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

Emil DeGuzman, Committee Staff

1. No Report.

NOTE: *The next meeting of the Issues Committee will be held on Monday, September 11, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Maria Cordero, Committee Staff

1. Report of the July 19, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, August 16, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. No Report.
2. Discussion and approval of welcome letter to new SFUSD Superintendent Arlene Ackerman [Action Item (**)].
3. Discussion and approval of resolution for Diana Rathbone [Action Item (**)].

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, August 2, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, AUGUST 10, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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MINUTES OF THE COMMISSION MEETING JULY 27, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:42 p.m. A quorum was present.

ROLL CALL

Commissioners

Present: Ghada Saliba-Malouf, Vice Chair; Youn Chey; Stephen Herman; Martha Knutzen; Larry Lee; Leslie Littleton; Antonio Salazar-Hobson (arr. 5:27)

Excused: Harry Low, Chair; Shirley Dimapilis; Julia Globus-Sabori; and Alan Watahara

HRC Staff

Present: Virginia M. Harmon, Director; Larry Brinkin and Toni Delgado

Guests

Present: Susan Frankel, Deputy City Attorney; Jaqueline Minor, Deputy City Attorney; Anna Karysheva, Intern; Gail Roberts and Mhenaz Saiyed

Approval of Minutes

The minutes of the June 13, 2000 Commission Meetings were moved (Chey), seconded (Lee) and approved (Unanimously).

General Communications File

A general communications file was circulated.

Report of the Chair

Vice Chair Saliba-Malouf stated that Chair Low was running late, and that she would like to take the agenda out of order, and revisit the Report of the Chair when Chair Low arrived.

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Report of the Director

Director Harmon requested direction from the Commission regarding filling the position of Commission Secretary. She offered the Commissioners options regarding the selection, including: creating a panel of Commissioners; HRC staff to interview and present selections to the Commission; or have an individual Commissioner work with HRC staff to select a secretary.

There was much discussion about the degree of commissioner involvement. Commissioner Knutzen expressed her desire to be involved throughout the hiring process and the possibility of creating a sub-committee for this task. Since this was not an agendized item, Vice Chair Saliba-Malouf suggested this subject be agendized for next meeting.

Chapter 12 D.A. Waiver Report

Director Harmon introduced the Chapter 12.D.A. Waiver list, noting that Staff have gone back to June 15th and have included additional information so that the Commissioners could evaluate the waivers. Director Harmon invited Commissioners to request additional information, if needed and Commissioner Littleton stated that she would present this new format to the M/W/LBE Advisory Committee.

Update on Bonding Program Legislation

As a follow up to the Bonding Program presentation of the last Commission meeting, Director Harmon stated that there were proposed changes to the legislation to help create a better program. The legislation was introduced to the Board of Supervisors by Supervisor Amos Brown on Monday July 24th and has been assigned to the Small Business Advisory Committee. Director Harmon stated that she would keep the Commission updated as the legislation proceeds through the Board of Supervisors.

Overview of Liberty Builders Appeal

At the request of the Commissioners, Director Harmon reviewed the Liberty Builders appeal. She stated that late in 1999, the Commission requested that a hearing officer for the Liberty Builders appeal. In December of 1999, hearing officer Justice Peterson was appointed. In late December/early January, Justice Peterson withdrew as the hearing officer because it was his policy to not hear in pro per[1] individuals. Subsequently, another hearing officer was not appointed. Commissioner Littleton expressed concerns about selecting another hearing officer, and wondering if the in pro per policy was customary. Susan Frankel stated the policy was not customary, and will ensure that the next hearing officer does not have that policy.

Ms. Frankel also noted that she had been in contact with Hensel-Phelps and welcomed them to attend the Commission meeting. Vice Chair Saliba-Malouf and Commissioner Lee asked if Hensel-Phelps had any procedural objections to the Commission action to appoint another hearing officer and Ms. Frankel stated that they did not.

The Commission moved (Chey) to re-affirm the request for a hearing officer in the Liberty Builders appeal. The motion was seconded (Lee) and approved (Unanimously).

[1] In pro per – an individual who is not represented by an attorney

Commendation Letter for Susan Frankel
The Commission moved (Lee) to adopt a letter of commendation for Susan Frankel. The motion was seconded (Littleton) and approved (Unanimously). Many of the Commissioners wished Ms. Frankel well and thanked her for her service to the Commission.

Committee Reports
LGBT Advisory Committee
Commissioner Knutzen spoke about the Economic Empowerment hearing and stated that the Committee went though the findings and recommendations. The next stage was to produce a report, which will be presented to the Commission in September for approval. Commissioner Knutzen stated that this report will be a blueprint for the Committee, as well as for the new LGBTH Community Center that is bring built in San Francisco. Commissioner Herman also mentioned that the Committee will have a retreat September 16th at 33 Gough Street in the City College Office Auditorium. Commissioner Herman noted that he will offer updates to the Commission.

Employment Committee
No report.

Issues Committee
No report.

M/W/LBE Advisory Committee
Commissioner Littleton stated that the Committee had a productive meeting with full agenda. She stated that the most important on the agenda were the Affirmative Action Task Force recommendations [AATF]. Commissioner Littleton stated that the AATF attended many of the Committee meetings where the Committee offered a number of recommendations [to the AATF] and were disappointed to not see those recommendations adopted in the actual report. Commissioner Littleton also added that other concerns were that there was only one solution and no implementation plan. She also noted that regardless of the recommendations being implemented over the next year, that the HRC still service the current M/W/LBE firms with ordinance and support and enforcement.

Commissioner Littleton stated that there was also a presentation from an MBE who had challenges in drafting RFP's, and wondered in there was a way for MBE's to be involved in the creation and structuring of contracts.

Commissioner Chey asked if the advisory committee members have any comment on the AATF recommendations regarding the move to the Controller's office.
Commissioner Littleton stated that the Committee had concerns, but would like to know more about the implementation process and wondered if the Committee could recommend how it is implemented.

Commissioner Herman wondered if the Committee was clear and specific about which ideas were not incorporated into the [AATF] report and asked if a presentation and/or

something in writing could be agendized for the next meeting. Comm Herman also shared his concerns about what specific issues current MBEs face.

Commissioner Littleton stated that most issues are centered around enforcement. For example, M/W/LBEs are bidding and listed as subs, but are not getting the work. She also noted that subs are getting around the ordinance to include M/W/LBEs.

Commissioner Chey wondered if the members have seen/read the report and also wondered why the members could support such recommendations.

Commissioner Littleton stated that no one is happy about the decision but the biggest concern is enforcement of the program. She added that enforcement of the program is key, regardless of where the program is housed. Commissioner Littleton stated that she would like to bring documents, and members to the Commission Meeting and invited all Commissioners to come to Advisory Committee

Commissioner Lee asked if the Committee could provide the City Departments that are not supporting/enforcing the ordinance (i.e., SFIA, DPW, etc) as well.

Youth & Education Committee

Commissioner Chey stated that the Committee had no report, but had two action Items for approval. The first was a letter welcoming Arlene Ackerman. The Commissioners perused two draft versions of the letter, one from Staff and one from Gail Roberts (Y&E Member). The Commission preferred the Gail Roberts letter and suggested that the letter be signed by Chair Harry Low as well as Commissioners Watahara and Chey. With the above corrections, the Commission adopted the letter; moved (Chey), seconded (Littleton),and approved (Unanimously)

Commissioner Chey also introduced a Resolution to Diana Rathbone, former Youth & Education Staffer, for her dedicated service to the Committee. Many of the Commissioners expressed their appreciation for Diana and Commissioner Littleton suggested that the Commission agendize the presentation of the resolution. Commissioner Herman added some grammatical changes, noted by the Commission Secretary. With the above corrections, the Commission adopted the letter; moved (Herman), seconded (Chey), and approved (Unanimously).

Report of the Chair

There were not reports on individual Commissioner activities in the communities and the subject of Commission Response to the AATF report was tabled since many had not had the chance to read it and Justice Low expressed his want to be a part of the discussion.

Vice Chair Saliba-Malouf also noted that the second Commission meeting in August (the 24th) has been cancelled.

Adjournment

The meeting was adjourned at 5:28 p.m.

NEXT MEETING

DATE: Thursday, August 10, 2000

TIME: 4:30 P.M.

PLACE: 1 Dr. Carlton B. Goodlett Place
Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
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Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, August 10, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen Herman
Martha Knutzen
Larry Lee
Leslie Littleton
Harry Low
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

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Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

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Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of July 27, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Discussion of future status of Commission
   c) Discussion and possible action on Commission letter to Mayor regarding response to Independent Task Force on Affirmative Action recommendations [Discussion/Action Item (**)]

6. REPORT OF THE DIRECTOR

   a) Discussion and possible action for hiring new Commission Secretary [Discussion/Action Item (**)]
   b) Presentation of 3 Year Report on Equal Benefits Program [Discussion Item(*)]
   c) Chapter 12 D.A. Audit Program [Discussion Item (*)]

7. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
      Commissioner Martha Knutzen, Co Chair
      Commissioner Stephen Herman, Co Chair
      Larry Brinkin, Committee Staff

      1. No Report.

      NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, August 15, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   b) Employment Committee
      Commissioner Larry Lee, Chair
      Pansy Waller, Committee Staff

      1. Report of the August 3, 2000 Committee Meeting [Discussion Item (*)]

      NOTE: *The next meeting of the Employment Committee will be held on Thursday, September 7, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

c) Issues Committee
Commissioner Antonio Salazar-Hobson, Chair
Emil DeGuzman, Committee Staff

1. No Report.

NOTE: *The next meeting of the Issues Committee will be held on Monday, September 11, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Maria Cordero, Committee Staff

1. Presentation of Committee recommendations: [Discussion Item (*)]
   a) Current enforcement challenges and concerns
   b) Future suggestions for improving the M/W/LBE program

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, August 16, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. Report of the August 2, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, September 6, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, AUGUST 10, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

COMMISSIONERS

Harry W. Low
Chair

Ghada Saliba-Malouf
Vice-Chair

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen J. Herman
Martha Knutzen
Larry Lee
Leslie D. Littleton
Antonio Salazar-Hobson
Alan Akira Watahara

DRAFT

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July 27, 2000

Mayor Willie L. Brown, Jr.
1 Dr. Carlton B. Goodlett Place, Room 200
San Francisco, CA 94102

Re: Chapter 12.D.A MBE/WBE/LBE Program

Dear Mayor Brown:

It is our understanding that the Independent Task Force on Affirmative Action will present its final findings and recommendations to you within the next few weeks.

The Human Rights Commission ("HRC") would like to acknowledge the hard work of the Independent Task Force on Affirmative Action in evaluating the City's MBE/WBE/LBE program and identifying areas where there is room for improvement. Many of the substantive recommendations are excellent and are already in the process of implementation. In light of our implementation of appropriate changes to the program, the HRC would like to explore alternatives to the recommendation to remove the MBE/WBE/LBE program from the jurisdiction of the HRC.

We are pleased to report that the HRC staff and the Controller's Office are working cooperatively to implement a program to randomly audit City contracts, including 10% of the joint ventures. Additionally, a Diversity Tracking System Steering Committee has been established to enhance the City's efforts at data collection. Attached please find tables detailing HRC

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action taken in response to each of the programmatic recommendations adopted by the Independent Task Force on Affirmative Action.

The HRC is very proud of its MBE/WBE/LBE program and its efforts to remedy business discrimination. We are committed to making the changes necessary to run an effective program for the City.

We thank you for your consideration of these very important issues.

Sincerely,

Human Rights Commissioners

TABLE I

CATEGORY 1: CONTRACT COMPLIANCE

KPMG RECOMMENDATIONS	HRC ACTION	ANTICIPATED COMPLETION DATE
1. Initiate an inclusive process to establish a random audit structure and process for contract compliance and joint ventures.	In progress. HRC & Controller's office working jointly on audit program.	8/15/00 – process established.
2. Report and widely distribute the results of these random audits to department heads.	In progress. See No. 1 above.	Initiate once process established.
3. Strengthen enforcement and administrative approaches to ensure that M/WBEs are receiving payment in a timely manner	In process of developing Prompt Payment Unit to handle policies & payment disputes.	10/00
4. Review alternative and proactive approaches to facilitate prompt payment to second and third tier M/WBE subcontractors.	See No. 3 above.	10/00
5. Monitor departments' payment schedules to ensure prompt payment.	See No. 3 above.	10/00
6. Develop alternative approaches towards prime contractors to facilitate payment to M/WBE contractors.	See No. 3 above.	10/00
7. Consistently perform staff and management evaluations to determine staff effectiveness.	In progress.	10/00
8. Develop objective and valid performance-based criteria for evaluating the effectiveness of contract compliance personnel.	In progress. See No. 13 below.	10/00
9. Ensure adequate supervision and assistance for junior-level staff out-stationed at City departments.	Completed. Assigned appropriate management staff.	6/15/00

CATEGORY 1: CONTRACT COMPLIANCE (Continued)

KPMG RECOMMENDATIONS	HRC ACTION	ANTICIPATED COMPLETION DATE
10. Establish policies for conducting site reviews in a more consistent manner throughout the organization.	In progress.	10/00
11. Document and report field-audits and hold compliance staff accountable for the adequate completion of site reviews.	In progress. See No. 13 below.	10/00
12. Ensure adequate access of compliance staff to the job site.	In progress.	11/00
13. Develop comprehensive procedures for conducting contract compliance functions.	In progress. Process of creating contract compliance manual initiated.	10/00
14. Improve the content and dissemination methods for collecting contract compliance information for the 12D.A. Program.	In progress. Interdepartmental committee formed to review HRC data collection forms.	11/00
15. M/WBE Program Administrators should develop formal working relationships with the City Attorney's Office.	Completed.	5/00

TABLE II
CATEGORY 2: CERTIFICATION

KPMG RECOMMENDATIONS	HRC ACTION	ANTICIPATED COMPLETION DATE
1. Mandate an on-site visit for each application and follow-up visits to ensure program integrity.	In progress. HRC staff working on this in conjunction with the City Attorney.	9/00
2. Provide clear and consistent documentation for certification personnel to guide and log the site visit.	In progress. See No. 1 above.	9/00
3. Institute more internal controls to verify information presented, including a review committee.	In progress. See No. 1 above.	Internal controls – 9/00 Review committee - TBD
4. Increase the staff by at least two full-time personnel to provide more thoroughness to the certification review process.	Will initiate as resources become available.	
5. Explore opportunities to place components of the certification application on-line with appropriate security measures to safeguard against content manipulation.	Will initiate as resources become available.	
6. Devise alternative methods for assisting and encouraging M/W/LBEs during the certification process through various customer service approaches.	Will initiate as resources become available.	
7. Improve the internal Certification Database to include more enhanced security measures.	Will initiate as resources become available.	
8. The City should develop and implement a classification system conforming to industry standards for businesses listed in the certification database.	Will initiate as resources become available.	

CATEGORY 2: CERTIFICATION (Continued)

KPMG RECOMMENDATIONS	HRC ACTION	COMPLETION DATE
9. Establish protocol and identify available expert resources for industry specific knowledge to act as consultants available to certification staff.	Will initiate as resources become available.	
10. Improve the architecture of the external database of certified firms to enable users to access the appropriate information on M/WBEs in a more timely, accurate and logical manner.	Will initiate as resources become available.	
11. The Certification Unit should ensure that internal review procedures and decisions are sufficiently established and documented.	In progress. HRC staff working on this in conjunction with the City Attorney.	9/00
12. The Certification Unit should develop procedures to track formal certification appeals.	Will initiate as resources become available.	

TABLE III

CATEGORY 3: DIVERSITY TRACKING SYSTEM

KPMG RECOMMENDATIONS	HRC ACTION	ANTICIPATED COMPLETION DATE
1. Develop and implement technical enhancements to the DTS to facilitate efficient usage by City departments.	In progress. Interdepartmental Steering Committee established to evaluate priorities and implement necessary enhancements.	6/2/00
2. Prioritize data required for DTS.	Established DTS Policy Taskforce.	8/1/00
3. Improve communication among entities involved in the administration, usage and interpretation of the data.	In progress. Steering committee established.	6/2/00
4. Establish a technical unit of staff to provide support to departments using the Diversity Tracking System.	Will initiate as resources become available.	

Hiring the Commission Secretary

1. Form a sub committee of who wants to be involved with selecting the Commission Secretary. These individuals will work with Toni Delgado, HRC Staff.

2. Choose level of involvement:

Option A

1. Sort through all resumes
2. Select candidates to be interviewed
3. 1st interview
4. 2nd interview

Option B

1. HRC Staff sort through resumes and select candidates for interviews
2. Commissioner(s) 1st & 2nd interview

Option C

1. HRC Staff sort through resumes and select candidates for interviews and do first interview
2. Commissioner(s) final interview

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
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Virginia M. Harmon
Interim Director

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August 7, 2000

TO: Human Rights Commissioners
Interim Director Virginia Harmon
HRC Staff

COMMISSIONERS

Harry W. Low
Chair

Ghada Saliba-Malouf
Vice-Chair

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Antonio Salazar-Hobson
Stephen J. Herman
Martha Knutzen
Larry Lee
Leslie D. Littleton
Alan Akira Watahara

I have notified Mayor Brown that I am resigning my Commission as a Human Rights Commissioner effective August 11th, 2000 in order to pursue a seat on the Board of Education.

I very much appreciate the appointment and believe that the Human Rights Commission has taken a turn in the right direction under the leadership of Interim Director Virginia Harmon.

I want to thank you all for giving me the opportunity to work with you. My term has been short (two years), but I really feel that I have created new and lasting friendships. I wish the staff, the Director, and the Commissioners all the best in the months and years ahead.

I want to especially thank Larry Brinkin, the members of LGBT unit and advisory committee, and Martha Knutzen, co-chair of the LGBT Advisory Committee, for their commitment, hard work and dedication to human rights, LGBT issues and justice for all.

Sincerely,

Stephen J. Herman

Stephen J. Herman

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California 94102-6033

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Virginia M. Harmon
Interim Director

Honorable Mayor Willie L. Brown, Jr.
City & County of San Francisco
City Hall, Room 200
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

COMMISSIONERS

Harry W. Low
Chair

Ghada Saliba-Malouf
Vice-Chair

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Stephen J. Herman
Martha Knutzen
Larry Lee
Leslie D. Littleton
Antonio Salazar-Hobson
Alan Akira Watahara

Dear Mr. Mayor:

I hereby submit my resignation as Chair of the Human Rights Commission. You have been very kind and supportive of me in this position, and I thank you for allowing me to serve in your administration.

If the legislature confirms my nomination in August, I will begin to serve as the Insurance Commissioner in mid-September. In the meantime, I need to withdraw from my current activities and begin preparing for work on this new position. I have very much enjoyed working with you, your staff and with the members of the HRC. I have also enjoyed the collegiality among the very fine and dedicated Commissioners.

Your long friendship and continuing support throughout my career is very much appreciated.

Thank you again for allowing me to be part of your administration.

Sincerely,

Justice Harry W. Low

cc: HRC Commissioners
Virginia Harmon, HRC Director
HRC Staff

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING AUGUST 10, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:45 p.m. A quorum was present.

ROLL CALL
Commissioners
Present:Ghada Saliba-Malouf, Vice Chair; Stephen Herman; Martha Knutzen; Larry Lee; Leslie Littleton; Antonio Salazar-Hobson (arr. 5:19); and Alan Watahara

Excused:Youn Chey; Shirley Dimapilis; and Julia Globus-Sabori

HRC Staff
Present:Virginia M. Harmon, Director; Marcus Arana, Romulus Asenloo; Larry Brinkin; Ron Capistrano; Maria Cordero; Toni Delgado; Cynthia Goldstein; Ronald Hypolite; Youn Lee; Melinda Wesley and Tamra Winchester

Guests
Present:Teresa L. Stricker, Deputy City Attorney; Polly Krozier, Intern; Jerry Percy; Mhenaz Saiyed, Intern; and Eric Williams, Intern

Approval of Minutes
The minutes of the July 27, 2000 Commission meeting were moved (Lee), seconded (Littleton) and approved (Unanimously).

General Communications File
A general communications file was circulated.

Public Comment
Jerry Percy
Jerry Percy read a letter to the Commission that exemplified discrimination against the African American race in the construction trade. Mr. Percy stated that he has been involved in the construction trade since 1970 and has been subject to discriminatory practices such as low and/or non-payment, minimal training, racial slurs and physical threats.

Commissioners Littleton and Low invited Mr. Percy to present his issues at the next HRC Employment Committee meeting on September 7, 2000.

Report of the Chair
Individual Commissioner reports on Commissioner Activities
Commissioner Herman stated that he is resigning from the Commission since he is running for School Board. He stated that he had enjoyed working with the Commissioners over the last two years and that he was pleased with the recent direction of the HRC. He commended the new Director, the Controller, and Staff.

Vice Chair Saliba-Malouf commended Commissioner Herman for his time and contribution to the Commission. Many of the Commissioners wished Commissioner Herman well and thanked him for his service to the Commission.

Commissioner Knutzen requested that a resolution honoring Stephen Herman be agendized for the next Commission meeting and noted the support for Commissioner Herman from the LGBTH Division.

Commissioner Herman left (5:05 p.m.) and a quorum was lost.

Commissioner Knutzen noted that both she and Larry Brinkin (HRC Staff) received an award National Association of Activists.

Commissioner Littleton stated that she attended the annual 3rd Street Celebration in Bayview/Hunters Point and noted that it was a good community gathering and encouraged other Commissioners to attend next year.

Commissioner Watahara attended the National Commission of Asian and Pacific Islander Health kick-off, created by President Clinton by Executive Order.

Discussion of future status of Commission
Vice Chair Saliba-Malouf noted that both Commissioner Herman and Chair Low have resigned from the Commission. She noted that both members will be missed and requested that a resolution honoring the service of Commissioner Low be agendized for the next Commission meeting. Vice Chair Saliba-Malouf stated that the Mayor has asked her to assume the position as Chair and Commissioner Lee to assume the position of Vice Chair. Both stated that they accepted the positions. Many of the Commissioners wished Commissioners Saliba-Malouf and Lee congratulations and offered their support.

Since a quorum was not present, Vice Chair Saliba-Malouf moved ahead on the agenda, past action items, and onto discussion items.

Presentation of 3-Year Report on Equal Benefits Program
Larry Brinkin and Cynthia Goldstein (HRC Staff) presented the 3-Year Report on Equal Benefits Program. Mr. Brinkin stated that the Equal Benefits program has been a success, but also noted that, although a small percentage, still too many waivers are being issued. He added that as the HRC develops more staff and more resources, he hopes to get more companies in compliance. Mr. Brinkin praised his staff and interns and introduced them to the Commissioners.

Ms. Goldstein presented a PowerPoint presentation, created by Tamra Winchester (HRC Staff). Ms. Goldstein provided an overview and history of Domestic Partner Benefits, offered actuarial data of the efficacy of the program and described the victories as well as future directions for the program (Report distributed to Commissioners and available from the HRC).

Chapter 12 D.A. Audit Program
Director Harmon stated that the HRC is currently creating a test audit program and is developing, along with the Controller's Office, procedures for audits to ensure M/W/LBE utilization and 12.D.A. compliance. Director Harmon stated that the HRC is focusing on contracts awarded by the Airport, DPW, PUC and Port and added that she will update the Commission on an ongoing basis.

Commissioner Salazar-Hobson arrived at 5:19 p.m. and a quorum was reinstated. Vice Chair Saliba-Malouf returned to action items on the agenda.

Discussion and possible action for hiring new Commission Secretary
Toni Delgado (HRC Staff) presented the CCSF hiring process to the Commissioners and asked the Commissioners how involved they want to be in the process. After a brief discussion, Commissioners Saliba-Malouf, Knutzen, and Lee stated that they would be the Commissioners involved in reviewing resumes and conducting interviews along with Ms. Delgado.

Discussion and possible action on Commission letter to Mayor regarding response to Independent Task Force on Affirmative Action recommendations
Vice Chair Saliba-Malouf presented to the Commissioners a draft letter to the Mayor.
Commissioner Salazar-Hobson noted that the Re: should read "Retention of HRC jurisdiction over the Program". Commissioner Knutzen asked the Director to provide an ongoing progress report to the Commission in the form of a table (as attached to the letter) and asked what "pending funding" meant, and how Commissioners can help to obtain funding. Director Harmon stated that the HRC is creating proposals, which will be brought before the Commission for approval. She noted that changes and an overall plan will be presented to the Commission soon. Commissioner Watahara noted that the salutation should read "Honorable Willie Brown" and the last sentence of the last paragraph should read "the HRC is exploring alternatives to the recommendations". Commissioner Salazar-Hobson requested that the Board of Supervisors and the Independent Task Force be cc'd. Commissioner Littleton questioned a line that read "many of the recommendations are excellent and Commissioner Salazar-Hobson suggested that line be replaced with "many of the recommendations are consistent with our own views".

With the above changes, the letter was moved (Salazar-Hobson), seconded (Knutzen) and approved (Unanimously).

The Commissioners requested that the changes be made immediately and the letter be delivered first thing tomorrow morning. The Director agreed.

Committee Reports
Lesbian Gay Bisexual Transgender Advisory Committee
No Report.

Employment Committee
Commissioner Lee stated that the Committee met with the City Attorney to review the current standing Committee guidelines and the Sunshine Ordinance. He also noted that the Committee had discussions regarding sending out letters to different associations and organizations to get more committee members.

Issues Committee
Vice Chair Saliba-Malouf stated that the August meeting was cancelled, and the next meeting in September will be a retreat. She also noted that a recruiting event is scheduled.

MBE/WBE/LBE Advisory Committee
Commissioner Littleton requested a continuation for the following agendized item:
Presentation of Committee recommendations:
- Current enforcement challenges and concerns
- Future suggestions for improving the M/W/LBE program

Commissioner Littleton noted that Maria Cordero is no longer staffing the M/W/LBE Committee, offered Ms. Cordero much praise and requested that a resolution honoring the service of Ms. Cordero be agendized for the next Commission meeting. The M/W/LBE Committee will now be staffed by Romulus Asenloo and Marchelle Phillips.

Youth and Education Committee
Commissioner Watahara stated that Mr. DeGuzman from the HRC Issues Committee reported on Proposition 21 and discussed ways to have the Committees work together on that the Proposition. Commissioner Watahara noted that the Committee discussed ways to improve and restructure the Committee, representative membership, getting Youth Press involved, and goals and objectives. He stated each month, the Committee will explore three types of issues: Ongoing issues, youth identified issues, and one issue that is relevant and timely, (i.e. Prop 38, Children's initiative, etc.). He also stated that he would like to examine the issue of how youth serving agencies are being negative impacted and relocated by various local real estate issues.

Old/New Business
Commissioner Lee stated that he distributed a letter to all of the Commissioners regarding prevailing wages and diversity in the workforce and wanted those issues agendized. Vice Chair Saliba-Malouf asked Commissioner Lee to present these issues at the Committee level for further reports and investigation.

Commissioner Littleton requested a closed session for next Commission meeting.

Commissioner Knutzen acknowledged that a Jewish American person was nominated as a Vice-President running mate for the Democratic National Party.

Adjournment
The meeting was adjourned at 6:04 p.m.

NEXT MEETING
DATE: Thursday, September 14, 2000
TIME: 4:30 P.M.
PLACE:1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado

Commission Secretary

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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
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Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

4/00
Cancelled

SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, August 24, 2000

* * * CANCELLED * * *

Reminder!
The regular meeting of the Human Rights Commission has been cancelled.

The next regular meeting will be:

DATE: Thursday, September 14, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Toni A. Delgado
Commission Secretary

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Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

Agenda

DATE: Thursday, September 14, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the Ordinance, contact the Donna Hall at the Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683; Office 415-554-7724; Fax 415-554-5163; E-mail: Donna_Hall@ci.sf.ca.us

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of August 10, 2000 [Action Item (**)] ✓

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Election of Commission Chair and Vice Chair

6. ** CLOSED SESSION **

   a) Public comment on all matters pertaining to the closed session
   b) Vote on whether to hold closed session (SF Administrative Code Section 67.10(b).) [Action Item (*)]
   c) Closed session pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b).

      PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Virginia Harmon, Interim Director [Discussion Item (*)]

   d) Reconvene in open session: Vote to elect whether to disclose any or all discussions held in closed session [Action Item (*)]

7. REPORT OF THE DIRECTOR

   a) Chapter 12.D.A Waiver Report [Discussion Item (**)] ✓
   b) HRC Quarterly Report on Chapter 12.D.A. [Discussion Item (**)] ✓ (14 Copies of letter) 9/13/00 Called Comm Secretary, No A
   c) Discussion on hiring new Commission Secretary [Discussion/Action Item (***)]
   d) Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations [Discussion Item (*)]
   e) Discussion and possible adoption of resolutions honoring the service of Ron Capistrano [Discussion/Action Item (**)]
   f) Discussion and possible adoption of resolutions honoring the service of Maria Cordero ✓ [Discussion/Action Item (**)]
   g) Discussion and possible adoption of resolutions honoring the service of Stephen Herman ✓ [Discussion/Action Item (**)]
   h) Discussion and possible adoption of resolutions honoring the service of Justice Harry Low ✓ [Discussion/Action Item (**)]

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

8. COMMITTEE REPORTS

a) Lesbian Gay Bisexual Transgender Advisory Committee
Commissioner Martha Knutzen, Co Chair
Larry Brinkin, Committee Staff

1. Report of the August 15, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, September 19, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

b) Employment Committee
Commissioner Larry Lee, Chair
Pansy Waller, Committee Staff

1. Report of the September 7, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Employment Committee will be held on Thursday, October 5, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

c) Issues Committee
Commissioner Antonio Salazar-Hobson, Chair
Emil DeGuzman, Committee Staff

1. Report of the September 11, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Issues Committee will be held on Monday, October 2, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Romulus Asenloo, Committee Staff

1. Report of the August 16, 2000 Committee Meeting [Discussion Item (*)]
2. Resolution regarding recommendations, for improving the MBE/WBE/LBE Program, by the MBE/WBE Advisory Committee requiring immediate attention and/or implementation by HRC. [Discussion/Action Item (***)]
3. Resolution regarding recommendations presented by the MBE/WBE Advisory Committee that were not included in the KPMG's Report adopted by the Independent Joint Task Force. [Discussion/Action Item (***)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, September 20, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. No Report.
2. Presentation of resolution for Diana Rathbone [Action Item (*)]

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, October 4, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

9. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, SEPTEMBER 28, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

12D Waiver List

Year 2000

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
01-12-00	1/6/00	Public Works	Purchase order	$2,303.33	Hauck Manufacturing	SS	Specialized Services
01-12-00	1/11/00	Public Health	Health Services	$50,400.00	Stanford Healthcare	SS	Specialized medical services mandated by state fund
01-12-00	1/11/00	Public Health	Health Services	$92,282.00	UCSF Office of Research Affairs	SS	SS as mandated by federal fund
01-12-00	11/99 – 6/00	Community Health	Medical Equipment	$37,500.00	Alliance Medical Corporation	SS	SS for restoration of current equipment
01-13-00	4/20/99	Airport Airfield Development	Special Services	$150,000.00	California Academy of Sciences	SS	SS to catalog existing specimens
01-18-00	1/12/00	Port	Personnel Services	$76,000.00	Johns/rife Groups	SS	Complies with 12-D ordinance requirements for waiver
01-25-00	1/3/00	Arts Commission	Professional Services	$225,000.00	Keith Haring Estate	SS	Specialized art of native San Franciscan highly regarded in the art community
02-01-00	4/20/99	MUNI	Purchase Order POPT00006223	$18,639.55	Automotive Resources	SS	Sole bidder on contract for necessary goods an services
02-08-00	12/31/1998 to 12/31/1999	Public Health	Commodities	$600,000.00	Abbott Laboratories	SS	Renewal of Contract for purchase of SS diagnostic test lets for sexually transmitted diseases using specialized technology
02-11-00	7/1/99-6/30/2000	Assessor-Recorder	Professional Services	$71,293.00	Telecommunications Mgmt. Corp.	SS	Expertise in Viacom Cable TV property tax
02-11-00	thru 12/31/2000	Public Health	Commodity	$31,450.00	Abbott Laboratories	SS	SS for medical test kits with unique accuracy
02-11-00	11/1/99-12/31/200	Public Health	Commodity	$15,000.00	Midwest Bank Note	SS	Specialized security paper
02-11-00	02/02/00	Water, City Distribution Division	Repair/ Update	$4329.15	SPX Corporation	SS	SS for proprietary software upgrade for smog; test machine as mandate by change in state program.
02-16-00	1/31/00	Airport Commission Planning and Environmental Affairs	Professional Services	$49,999.00	The Regents of the University California		Dept, did not provide what 'good faith steps under taken in determining that the project should only be done by the Regents of University of California
02-22-00	2/18/00	Water Quality Bureau	Equipment Purchase	$12,000.00	Hydrolab Corp.	SS	SS for specialized laboratory equipment
02-23-00	2/17/00	Mayor's office/ Purchasing Dept.	Lease (12 months)	$10,725.00 annual	Ford Motor Company	SS	SS for leasing program that allows for month-to-month term; all other required minimum of 24 months
02-28-00	2/8/00	SFPUC - Water Quality Bureau	Repair	$2500.00	Hydrolab Corporation	SS	manufacturer is SS for need repair of proprietary equipment
03-08-00	03-07-00	Public Works	Professional Services	$185,286.00	Imbsen & Associates	SS	SS for retrofit & rehab strategy
03-09-00	3/6/00	Hetch Hetchy Water & Power	Construction	(2) $1.5 million	(1) Shimmick Construction, Co. (2) Mendelian Construction	Emergency	MBE prime for contract + subcontracting goals (regard) for both contracts
03-10-00	03-02-00	MUNI	City Contract 96947	$550,000.00	Docusystems, Inc.	SS	Only bidder on contract for printing fast passes
03-17-00	7/1/99 - 6/30/00	Public Health	Health Services	$979,967.00	Alameda Health Care Services	SS	Public entity offers clinical continuity in therapeutic treatment services

12D Waiver List

Year 2000

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
03-20-00	03-14-00	Utilities Engineering Bureau	Consultant Services/Construction	$50,000.00	Treadwell & Rollo Geotech	SS	Emergency work in progress
03-20-00	03-14-00	Utilities Engineering Bureau	Consultant Services/Construction	$250,000.00	Malcolm Drilling Co., Inc.	SS	Emergency work in progress
03-23-00	3/16/00	Solid Waste Management Program	Personal Pervice Contract	$98,000.00	Alex E. Dong	SS	Complies with 12D-A unique expertise; 2 year SS not to exceed $98,000.00
03-28-00		Water - City Distribution Division	Purchasing	$37,541.00	Teldata Inc. #42022	SS	SS for hardware and training compatible with proprietary software
03-28-00		Department of Public Works	Engineering Services	$137,650.00	Forell/ Elsesser Engineers, Inc.	SS	
03-29-00	FY 1998 – 1999	PUC Water Quality Bureau Laboratory	PO	$140,000.00	Varian Inc.	SS	Manufacturer is SS for needed laboratory supplies
04-04-00	thru FY 00/01	Public Health	Commodities	$85,000.00	Organon Teknika	SS	Sole supplier of test reagents for oral fluid HIV - antibody screening
04-04-00	thru FY 00/01	Public Health	DBPO	$30,000.00	Greyhound Bus Lines	SS	Renewal of SS because vendor is only land transport anyway willing to issue nonrefundable designator specific tickets
04-04-00	thru FY 00 / 01	Public Health	Lab/ Test Kits	$250,000.00	Bayer Corp. Diagnostic Div.	SS	SS for diagnostic kits compatible with existing laboratory equipment
04-06-00	3/22/00	MUNI	PO POPT0000829(...)	$2521.54	Erico Inc.	SS	Manufacturer is SS for component of proprietary system used in bonding streetcar rails together
04-07-00	3/8/00	Human Resources	Personal Services	$17,594.00	Commission on Peace Officers	SS	Sole entity empowered to evaluate and confer peace officer status in CA
04-11-00	4/1/00 thru 3/31/01	Public Health	Professional Services	$270,000.00	Support for Families of Children Disabilities	SS	Specialized Services
04-16-00		Solid Waste Management Program	SS	$5,000.00	Sanitary Fill Company	SS	
04-17-00	thru FY 00/ 01	Community Health Network	Medical Equipment	$10,000.00	Padgett Medical Instruments	SS	Specialized medical equipment with existing equipment
04-17-00	thru FY 00/01	Community Health Network	Medical Equipment/ Supplies	$50,000.00	DePuy Acromed	SS	SS for specialized medical supplies
04-17-00	thru FY 00/01	Community Network	Medical Equipment/ Supplies	$150,000.00	Medtronic Pacemaker	SS	SS for specially manufactured pacemakers
04-18-00	4/18/00	MUNI	P.O. POPT00008854	$1,848.84	Betts Spring Co.	SS	SS for proprietary cable car equipment
04-19-00	3/8/00	Human Resources	Personal Services	$17,594.00	Commission on Peace Officers	SS	SS empowered to grant peace officer status in CA
05-01-00	4/27/00	MUNI	PO POPT00009068	$1,790.25	Meister Electronics	SS	Soule Source for proprietary equipment for streetcar rail switch signals
05-08-00	4/19/00	PUC/WPCD	Purchase Orders	$326,000.00	Pearpoint 34408	SS	Specialized sewer inspection systems compatible for use in hazardous conditions

12D Waiver List

Year 2000

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
05-17-00	5/2/00	Water Supply & Treatment	Purchase	$8,700.00	Cycle Center of Fremont	SS	Sole Vendor willing to enter into this contract
05-17-00	4/1/00 thru 3/31/09	81 Community health Network	Professional Services	$28,000.00	Harder & Co.	SS	Specialized Services
05-19-00	05-17-00	Port of San Francisco	Personal Services	$15,000.00	Ergo Insight	SS	Unique experience for this contract only
05-19-00	03-21-00	Solid Waste Management Program	Transit advertising	$36,000.00	TDI	SS	Only firm licensed to do work
05-22-00	01-31-00	Airport Commission	Professional Services	$49,999.00	The Regents of the U.C.	SS	Only group available to provide research on air quality
06-13-00		Hetch Hetchy Water & Power		$250,000.00	Chemical Lime Company	SS	Sole bidder on needed chemicals
06-15-00		Solid Waste Management Program	Transit Advertising	$36,000.00	TDI	SS	Only provider of transit advertising on public buses (inside & outside) within San Francisco
06-15-00		Solid Waste Management Program	Sole Source	$18,640.00	SF Apartment Association	SS	Only apartment organization provider with capacity to assist with outreach to apartment owners, managers & tenants through publications, meetings and direct contact.
06-20-00	07-01-00	81 Public Health	Professional Services	$55,000.00	Bay Area Communication Access	SS	Sole Source for certified ASL interpreters for the deaf community in the SF Bay Area.
06-23-00	06-15-00	PUC-Water Supply & Treatment	Software	$38,193.00	Dialogic Communications Corp.	SS	Only provider of a high speed notification system used for delivering interactive messages to agency and non-agency personnel in addition to citizens throughout the community.
06-27-00	05-04-00	Solid Waste Management Program	License Agreement	$42,500.00	Planet E-Productions	SS	Only provider of copyrighted animated recycling characters used in Public Service television spots.
06-27-00	05-04-00	Solid Waste Management Program	Personal Services	$50,000.00	Hilton, Farkopf & Hobson	SS	Specialized Services assisting in rate analysis.
07-05-00	FY 00/01	Port	Professional Services	$40,000.00	Journal Of Commerce	SS	Only provider of trade import/export statistics used for cargo marketing and only database of trade info that includes shipper and carrier information.
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV,QV,PO,DBPO	$10,000.00	Thermo Nutech	SS	Only state approved company providing radiological analysis of water samples. There is no other qualified vendor.
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV,QV,PO,DBPO	$8,000.00	Supelco Inc.	SS	Only manufacturer of chemical standards that must be used daily in quality control procedures to validate the precision of analytical instruments and ensure the accuracy of chemistry test results. Not sold through any distributor, no other vendor can provide these products.

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV,QV,PO,DBPO	$65,000.00	Varian Inc.	SS	Varian is the manufacturer of Instrument Systems with support apparatus, including : Atomic Absorption equipment for the analysis of tract metal and inorganic chemicals; Gas Chromatograph equipment for detection of volatile/semi-volatile organic chemicals; and Mass Spectrometer for the performance of EPA methods for the detection of multiple volatile/semi-volatile organic chemicals. Manufacturer and only factory authorized service rep to provide fully trained technicians for technical assistance and expert/expedient maintenance and repair service.
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV,QV,PO,DBPO	$10,000.00	BioMerieux Vitek	. SS	A technically complex, automated system ,which allows the laboratory to provide quick, accurate, and definitive speciation of the bacteria recovered from San Francisco drinking water sources. Provides the test reagents and materials needed to operate the system directly from the manufacturer. There are no authorized distributors.
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV, QV, PO, DBPO	$15,000.00	Dionex Corporation	SS	Only vendor to provide maintenance service, repair parts and specialized manufacturer sponsored training for the Ion Chromatograph DX-500 instrument. The manufacturer is the only authorized service representative of the equipment. The Water Quality Laboratory is required to use this instrumentation to analyze for anions (Fluoride, Chloride, Citrate, Bromate, Chlorate) present in our source and treated waters in order to be in compliance with the California Department of Health Services Drinking Water Regulations.
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV, QV, PO, DBPO	$80,000.00	Hach Company	SS	Only vendor which can be used to purchase equipment, reagents, control standards and special sample vials for the Process Chemical Analyses, including COD (Chemical Oxygen Demand), Turbidity (dirty water), and Colorimeter (chlorine level, pH (corrosiveness) and other field tests, to analyze water and wastewater samples. Only vendor to monitor for regulatory compliance. The EPA approved methods used require the use of HACH instrumentation and quality control standard which are only manufactured by HACH. Only vendor to validate the present on-line monitoring instrumentation for the treatment plants. Factory calibration/maintenance and repair of the current HACH equipment must be provided

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
							only through HACH service representatives.
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV, QV, PO, DBPO	$75,000.00	Idexx Laboratories	SS	The exclusive manufacturer of Colisure, an EPA approved product used to detect the presence/absence of total coliform bacteria and fecal coliform bacteria which are indicators of water pollution. This culture medium has selective inhibitors, not available in other products, which minimize the occurrence of false positives and invalid results, providing more accurate results. Also, the only vendor that can supply the specially prepared containers that the laboratory has determined to be most satisfactory for collecting water samples for bacteriological analysis and ensuring accurate test results
07-17-00	FY 00/01	PUC/Water Quality Bureau	DV, QV, PO, DBPO	$65,000.00	Steris Corporation	SS	Only vendor to provide high pressure steam sterilizers/autoclaves, and laboratory glassware washer. The autoclaves are used for dual purposes; for the preparation of sterile supplies such as reagents, culture media and glassware; and for terminal sterilization of contaminated materials and waste before disposal. The glassware washer is used to prepare scientifically clean apparatus to conduct highly sensitive laboratory analyses.
07-24-00	Through 6/30/01	81 Community Health Network	Professional Services	$54,000.00	Medical Staff Services Registry	SS	Sole vendor to credential and re-credential medical and affiliated staff members of the Community Health Network, a division of the Department of Public Health. (Until Request for Proposal process is complete.)
07-24-00	7/1/00 through 6/30/01	81 Community Health Network	Medical Services	$275,000.00	Deliverex, Inc.	SS	Complex automated off-site records tracking and retrieval system that has served as a model for other hospitals in the Bay Area. The number of active records located at Deliverex sites exceeds 1 4 million records. SFGH alone averages shipments of 1,000 records per day. The record retention sites are in close proximity to the hospital, which enhances emergency deliveries 24 hours a day. Storage and retrieval procedures and software programs have been customized to meet the needs of SFGH. Software programs for records tracking utilized by SFGH and the vendor are proprietary to both organizations since the software programs were co-developed by SFGH and Deliverex, and continually maintained by both entities to assure accuracy in records tracking and retention.

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
07-24-00	FY 00/01	PUC/Water Quality Bureau	DV, QV, PO, DBPO	$275,000.00	VWR Scientific #19424	SS	Sole vendor providing will-call pick-up service for urgently needed laboratory chemicals, culture media, supplies and apparatus, and equipment parts. Only Bay Area provider of a specialized glass-blowing service for the custom manufacture and repair of glass components used in laboratory instrumentation and analysis.
08-01-00	NA	PUC-Finance	Subscription to Financial Website	$2,400.00	Thomson Financial Publishing	SS	Only provider of economic and financial data geared to the municipal market in a subscription format on the internet. Specializes in financially oriented municipal data critical to the bureau's analysis of the PUC's current and future debt instruments.
08-01-00	7/13/00	MUNI	POPT00010905 POPT00010906	$15,606.77	GE Transportation Systems	SS	Competitive process occurred – sole bidder.
08-08-00	NA	PUC/Water Supply & Treatment	Service & Maintenance	$5,000.00	Siemens/Cerberus Division	SS	Name change/new owner of company previously granted waiver based on vendor being sole source for service and training on proprietary equipment.
08-10-00	8/4/00 through 12/31/00	Department of Elections	Professional Services	$35,000.00	Zamacona Productions	SS	Bob Sarlatte the talent for the public service announcements works with this company and no other talent agency was willing to work within the budget provided.
08-15-00	FY 00/01	PUC/Water Quality Bureau	Departmental Blanket	$15,000.00	Pacific Scientific Instruments	SS	Only vendor capable of providing maintenance, repair service, calibration, or replacement components for the model MetOne particle counters that PUC owns. Additionally, any new particle counting equipment must have identical performance to the existing units and be fully compatible with existing model MetOne software to ensure continuity with previous studies and with water treatment plant data.
08-15-00	FY 00/01	PUC/Water Quality Bureau	DV, QV, PO, DBPO	$25,000.00	Hydrolab Corporation	SS	Water Quality monitoring systems used to generate field date on PUC reservoirs. For quality control purposes it is necessary to generate data using identical instrumentation.
08-15-00	FY 00/01	81 Community Health Network	Commodities	$30,000.00	Allergan	SS	For the procurement of eye lens and related products. Sole provider of reliable lens products that have been used by the surgery department for several years.
08-17-00	07/01/00	Public Works	Professional Services	$475,000.00	Friends of the Urban Forest	SS	Only organization to provide forestry services.

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
08-18-00	FY 00/01	PUC/Water Quality Bureau	DBPO	$10,000.00	U.S. Filter Corporation	SS	Manufacturer and supplier of our water purification systems that produce the deionized water required to make culture media and test reagents, and to clean, detoxify and neutralize glassware and supplies necessary to conduct critical chemical and microbiological analyses. This pre-treatment system provides reagent grade water by using mixed resin beds/columns, composed of cations and anions, and multiple filters to remove chemical and biological impurities from our laboratory water supply. This purification process to remove interfering substances is essential for the accurate performance of all laboratory analytical procedures and to provide definitive test results. The deionization systems require close monitoring and strict maintenance and replacement of filtration/purification equipment and parts to ensure compliance with laboratory water standards. Any breakdown will prevent required laboratory testing and jeopardize regulatory compliance. This service can only be provided by specially trained factory authorized representatives and replacement equipment, parts and supplies must be manufactured to match and integrate systems, for quality control, within the multipla laboratory network. No other qualified vendor can provide these products and services.
08-18-00	FY 00/01	Community Health Network	Commodities	$15,000.00	Sulzer Vascutek	SS	Specialty vascular grafts , which serve as a replacement for major arteries in need of repair due to either an aneurysm or traumatic injury. The vascular grafts provided give the attending surgeon a choice of implant material which is not available from another vendor. Due to differences in both the location and size of a particular graft it is essential that the attending surgeon has the ability to choose the most appropriate implant material to be used.
08-18-00	FY 00/01	Community Health Network	Commodities	$15,000.00	Impra	SS	For the purchase of various vascular grafts of different qualities. Impra manufactures specialty vascular grafts and complimentary material to implant in and around vessels during trauma surgery.

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
08-18-00	FY 00/01	Community Health Network	Commodities	$10,000.00	Davol, Inc.	SS	For the purchase of the Hickman catheter, and Marlex Mesh products. Daval is the sole provider of both items. The Hickman catheter is a specialized catheter used to give medications to cancer and AIDS patients. The catheter can remain in the patient for extended periods of time and prevents the patients from undergoing multiple injections to get an IV or to draw blood. The Marlex Mesh is a commonly accepted material used in the repair of hernias.
08-18-00	FY 00/01	Community Health Network	Commodities	$10,000.00	Baxter I.V.	SS	For the purchase of three types of French Fogarty Balloons which are used in dialysis access declotting on a routine basis. Baxter I.V. is the sole provider of this particular type of French Fogarty Balloon.
08-18-00	FY 00/01	Community Health Network	Commodities	$12,000.00	Tissue Bank International	SS	For the acquisition of human tissue such as Tutoplast Fascialatia which is unavailable from other vendors.
08-18-00	FY 00/01	Community Health Network	Commodities	$50,000.00	B. Braun	SS	For the purchase of the Vena Tech Inferior Vena Cava (IVC) filters for use in the performance of intervention procedures. B. Braun is the exclusive provider of the Vena Tech IVC filter. Thefilters are used for IVC interruption in the settings of deep venous thrombosis in the prevention of life threatening pulmonary emboli. In addition, the Vena Tech IVC has the added advantage of ease of insertion in either the femoral or jugular approach in the vena cava of standard dimensions.
08-18-00	FY 00/01	Community Health Network	Commodities	$35,000.00	W.L. Gore	SS	For the purchase of straight vascular grafts used for shunts when a patient needs dialysis. These grafts are used for specific vascular defects and can only be purchased from this vendor.
08-18-00	FY 00/01	Community Health Network	Commodities	$30,000.00	California Transplant Services	SS	For the purchase of Allograft Material used to fill missing bone due to tumor removal, severe fractures, or in spinal fusion procedures. California Transplant Services has the needed material and can provide San Francisco General Hospital (SFGH) with next day access to the material. The ability to provide next day access to life saving bone graft material is essential to SFGH due to SFGH's status as the primary trauma center in San Francisco and northern San Mateo Counties and the fact that many patients which receive care at the trauma center are not scheduled in advance.

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
08-18-00	FY 00/01	81 Community Health Network	Medical Supplies	$26,000.00	Datascope Corporation	SS	For the purchase of approximately 25 intra aortic Balloon Catheters. The intra aortic catheter are used in cardiological procedures to treat patients with refractory ventricular failure, cardogenic shock, unstable refractory angina, and impending acute myocardial infraction. Datascope is the only vendor in the United States for this particular type of balloon catheter.
08-18-00	FY 00/01	81 Community Health Network	Commodities	$300,000.00	Boston Scientific/Medi-tech/Microvasive	SS	For the acquisition of doctor specified customized catheters for radiological procedures from Medi-tech a division of Boston Scientific. Additionally, the exception will include the acquisition of urological surgical implants, ureteral stents and guide wires for open and endoscopic surgical procedures which are only available from Boston Scientific (formerly Microvasive).
08-28-00	7/01/00	Recreation and Park	Maintenance	$25,000.00	Honeywell, Inc.	SS	Life safety and power generation systems at 3-Com Park were manufactured and installed by Honeywell, Inc., and thus can only be repaires and maintained by Honeywell due to proprietary parts and equipment.
08-28-00	7/01/00 through 12/31/00	Arts Commission	Sole Source	$900,000.00	San Francisco Symphony	SS	Sole Source
08-28-00	7/26/00	MUNI	POPT01000624	$3,238.73	Ellcon National	SS	This order is proprietary and only one supplier is able to process this order.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$50,000.00	Arthrex, Inc.	SS	Arthrex, Inc. is the sole source for surgical implants and equipment for specific traumatic injuries requiring the reattachment of ligaments. The Surgery Department at SFGH has a history of success with the use of these products.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$38,030.00	Angiodynamics	SS	Angiodynamics products serve a unique function in the performance of interventional procedures. Their Pulse Spray Catheter (PSC) is used in thrombolysis of clotted dialysis grafts and thrombolysis of native arterial and extremity bypass graft occlusions. The Fluid Management System is an original design for safe delivery of carbon dioxide as an alternative contrast agent in patients with renal insufficiency or iodine dye allergy.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$10,000.00	American Medical Systems	SS	For the purchase of special penile implant devices. American Medical Systems is the sole provider of this type of implant.

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08-28-00	FY 00/01	Community Health Network	Commodities	$10,000.00	Samsons Preston	SS	For the purchase of outrigger wires used in dynamic splitting and other related rehabilitation products. Sammons Preston is the sole distributor for outrigger wires, which enable patients to regain functional control of their hands. In addition the vendor is an approved vendor of the University Hospital Consortium.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$175,000.00	Zimmer	SS	For the procurement of Total Joint Replacement and specialty supplies and instrumentation. Current instrumentation in the Surgery Department utilizes disposable Components for Orthopedics made only by Zimmer. The Chief of orthopedics has agreed to utilize Zimmer implants after an exhaustive review of competing products. Zimmer items are of superior quality and unique to this manufacturer.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$65,000.00	Wilson-Cook Medical, Inc.	SS	Wilson-Cook Medical, Inc. is the exclusive agent for specialty catheters, and other products used by the Gastroenterology, Hepatology and Clinical Nutrition Division of SFGH. Some of these products are made to order.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$10,000.00	Royce Medical	SS	For the purchase of form fitting splint material and related rehabilitation equipment. Royce Medical is the sole provider for this type of splint material. In addition the Workers Compensation Physician and Orthopedic Physicians have recommended this type of splint material due to the increased padding which decreases skin breakdown, and increases patient comfort.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$20,000.00	Alcon Surgical	SS	For the purchase of intraocular lenses for patients following cataract surgery. Alcon is the supplier of lenses for UCSF, and therefore to ensure compatibility and a continuation of the continuity of training for residents at SFGH the same lens manufacturer needs to be used.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$40,000.00	Xomed	SS	For the procurement of otolaryngology implants and specialty supplies and instrumentation. Existing equipment in the Surgery Department utilizes disposable components for otolaryngology made only by Xomed. Xomed products and equipment are in use at UCSF and at other hospitals. The consistency of these products increase the efficiency of the rotating teaching program at SFGH. Xomed items are of superior quality and unique to this manufacturer.

Date Director Signed	Date of Contract	Department	Type of Contract	Dollar Amount	Name of Contractor	Type	Reason for Action
08-28-00	FY 00/01	81 Community Health Network	Commodities	$11,000.00	Cook, Inc.	SS	Cook, Inc. is the sole manufacturer of specialty urology catheters and associated specialty supplies used in the Radiology Department at SFGH for x-ray exams of the urinary track and kidneys.
08-28-00	FY 00/01	81 Community Health Network	Commodities	$30,000.00	New York Firefighters Skin Bank	SS	For the purchase of human tissue for burn victims. The requesting surgeon utilizes human tissue over burn areas in order to facilitate healing and minimize the loss of fluid when the patient does not have adequate grafting areas. In order to meet the patient-specific needs of burn patients the medical staff at the Community Health Network needs to have multiple sources of human tissue.
08-28-00	FY 00/01	Community Health Network	Commodities	$30,000.00	Berkeley Medevices	SS	For the purchase of Laminaria, an implement used as osmotic dilators in any procedure where dilation of the cervix is required. Laminaria are small seaweed sticks that provide the safest means of dilating the cervix, increasingly so with greater dilation. Dilapan, a substitute product, which was available from an alternate vendor is no longer available for use in the United States. Laminaria are the only products which are currently approved for use as osmotic dilators.
08-28-00	FY 00/01	81 Community Health Network	Medical Products	$1,500,000.00	Blood Center of The Pacific	SS	For the procurement of blood and blood products for use in procedures at the Community Health Network. Irwin Memorial is the only local supplier of blood and blood products in San Francisco

[**DRAFT RESOLUTION** honoring the service of Maria Cordero; presented to HRC Commissioners September 14, 2000]

CERTIFICATE OF COMMENDATION AND RECOGNITION TO MARIA CORDERO

On behalf of the City and County of San Francisco Human Rights Commission, I hereby issue this Certificate of Commendation and Recognition to Maria Cordero for her outstanding commitment and service to the Minority Business Enterprise/Woman Business Enterprise/Local Business Enterprise Advisory Committee.

Whereas, Maria Cordero served as staff to the San Francisco Human Rights Commission's MBE/WBE/LBE Advisory Committee from September 1997 through August 2000; and

Whereas, Maria Cordero in every aspect of her position, has risen above and beyond the call of duty, demonstrating excellent communication and documentation skills; and

Whereas, Maria Cordero exhibiting outstanding leadership, integrity, persistence, and massive dedication in times of adversity, carrying out her responsibilities with a steadfast commitment to the goals of the MBE/WBE/LBE Advisory Committee; and

Whereas, Maria Cordero has utilized her talents to advocate for a fair playing field for Minority Businesses, including but not limited to training sessions for MBE/WBE/LBE Advisory Committee members and providing information and support when necessary;

Now Therefore Be It Resolved, that the San Francisco Human Rights Commission is honored to commend Maria Cordero for her dedicated and unshakeable commitment and service to the MBE/WBE/LBE Advisory Committee;

Further Be It Resolved, that the Commissioners, members of the MBE/WBE/LBE Advisory Committee, staff of the Human Rights Commission, and citizens of the City and County of San Francisco convey their appreciation to Maria Cordero for her service to and for her support of the MBE/WBE/LBE Advisory Committee.

[**DRAFT RESOLUTION** honoring the service of Stephen J. Herman; presented to HRC Commissioners September 14, 2000]

RESOLUTION
STEPHEN J. HERMAN

Whereas, Stephen J. Herman has served the educational community as a teacher for 12 years and as an administrator for 16 years; and

Whereas, Stephen J. Herman has contributed his skills and leadership to City College of San Francisco for 10 years as a fiscal administrator; and

Whereas, Stephen J. Herman's commitment to fighting the HIV epidemic was evidenced in part by his service as chair of the AIDS Health Project Community Advisory Committee; and

Whereas, Stephen J. Herman contributed to the strengthening of mental health services in the lesbian gay bisexual transgender community by serving as membership chair of Operation Concern; and

Whereas, Stephen J. Herman is a leader in the quest for coalition building in San Francisco, including serving on the Jewish Community Relations Council; and

Whereas, Stephen J. Herman has been a member of the San Francisco Human Rights Commission for two years, serving as Co-Chair of the Lesbian Gay Bisexual Transgender Advisory Committee and member of the Budget Task Force; and

Whereas, Stephen J. Herman has excelled as a Human Rights Commissioner with his excellent attendance and punctuality record, and with his leadership, wisdom, and commitment to protecting and expanding civil rights for all San Franciscans;

Now Therefore Be It Resolved, that the City and County of San Francisco Human Rights Commission expresses its appreciation for Stephen J. Herman's excellence and dedication as a Commissioner; and

Be It Further Resolved, that the Human Rights Commissioners and staff extend our heartfelt wishes to Stephen J. Herman for continued success and achievement as a San Francisco leader and a strong voice in San Francisco for human rights.

[**DRAFT RESOLUTION** honoring the service of Justice Harry W. Low; presented to HRC Commissioners September 14, 2000]

RESOLUTION HONORING THE WORK OF JUSTICE HARRY W. LOW

Whereas, Justice Harry W. Low has twenty-five years of judicial experience in civil, criminal, and government law; and

Whereas, Justice Harry W. Low has authored opinions on virtually every area of California law; and

Whereas, Justice Harry W. Low, prior to his appointment to the bench, served as Deputy Attorney General for California in the Civil and Tax Division; and

Whereas, Justice Harry W. Low before retiring in 1992 was the presiding Justice of the California Court of Appeal for nine years; served as a Superior Court judge for nine years; Municipal Court judge for seven years; taught legal research and writing at the University of California School of Law, Boalt Hall where he received his Doctor of Jurisprudence Degree in 1955; and

Whereas, Justice Harry W. Low served as President of the California Judges Association; National President of the Appellate Judge Conference of the American Bar; Board member of the Center for Judicial Education and Research; President of the San Francisco Police Commission; President of the Center for Pacific Rim at the University of San Francisco; Board of Directors of Union Bank of California; National President of the Chinese-American Citizens Alliance; President of the U.S. District Court Historical Society; and

Whereas, Justice Harry W. Low, with expertise in employment law, business litigation, sexual harassment, insurance coverage, personal injury, real or personal property disputes and environmental law, was appointed by Mayor Willie L. Brown, Jr. in March 1999 to the San Francisco Human Rights Commission; and

Whereas, Justice Harry W. Low presided as Chair of the San Francisco Human Rights Commission from March 1999 to July 2000, and has been chosen by Governor Gray Davis to head the California State Insurance Commission.

Therefore Be It Resolved that the San Francisco Human Rights Commission is honored to present this resolution to Justice Harry W. Low in honor of his commitment to the civil rights of all people and wishes him all the best in his appointment to the California State Insurance Commission.

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

September 1, 2000

Gloria Young, Clerk
Board of Supervisors
City Hall, Room 244
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Young:

Enclosed, please find the original plus five copies of the Human Rights Commission's Quarterly Report on Chapter 12D.A of the San Francisco Administrative Code.

The ability to measure the City's efforts in eradicating discrimination in the contracting process is dependent upon the accuracy and completeness of the data in the Citywide Diversity Tracking System ("System").

As the report states, HRC has determined that City departments as a whole have been doing a better job of entering accurate and complete contracting data into the System. However, there is still room for improvement, and some departments still need to devote greater time and effort to their reporting obligations.

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MINUTES OF THE COMMISSION MEETING SEPTEMBER 14, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:42 p.m. No quorum was present.

ROLL CALL

Commissioners
Present: Ghada Saliba-Malouf, Vice Chair; Shirley Dimapilis; Martha Knutzen; Larry Lee; Antonio Salazar-Hobson; and Alan Watahara (arr. 4:49)

Excused: Youn Chey; Julia Globus-Sabori; and Leslie Littleton

HRC Staff
Present: Virginia M. Harmon, Director; Romulus Asenloo; Larry Brinkin; Emil deGuzman; Toni Delgado; Preston Tom; Roel Villacarlos; and Melinda Wesley

Guests
Present: Jackie Minor, Deputy City Attorney; Linda Ross, Deputy City Attorney; Alan Doanes; Pete Lapid; Darlene Mar; and John Templeton

Since a quorum was not present, Vice Chair Saliba-Malouf moved ahead on the agenda, past action items, and onto discussion items.

PUBLIC COMMENT
John Templeton
Mr. Templeton, with the Coalition for Fair Employment of the Silicon Valley spoke about fair employment in the high technology industry. He wanted to educate the City on some of the issues. He spoke primarily of people who faced employment discrimination and retaliation at 3Com. He also spoke of practices and contract compliance to ensure that the EEO forms are completed since 80% of high tech firms do not complete EEO 1 and H1B forms.

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
Commissioner Knutzen stated that Committee was going through the economic empowerment report, writing essays, and finalizing all recommendations. The Committee is hoping to pass the document in whole at the next meeting in September and bring it before the Commission in October. Commissioner Knutzen also noted that the Committee retreat is on the 16th and they will set goals and objectives, which will be reported at the next Commission meeting.

Employment Committee
Commissioner Lee stated that Committee discussed that there were not enough qualified people to fill skilled jobs within the high tech industry. Commissioner Lee noted that Deputy City Attorney Jackie Minor provided a rough draft of the Standing Committee Guidelines and the changes made because of the Sunshine Ordinance. They also discussed absenteeism and how to fulfill a quorum.

Issues Committee
Emil DeGuzman (HRC Staff), stated that the Committee focused on directions and agenda items for the next couple of months. That they are trying to conduct a recruitment campaign for membership and also held an orientation meeting to try to get more people involved. Mr. DeGuzman wanted members from many different socioeconomic areas and the Committee tried to define the scope and latitude of the Committee. Mr. DeGuzman spoke of issues that included child prostitution and trafficking, environmental racism in Bayview/Hunters Point and wants to bring these issues to the Commission. Chair Saliba-Malouf added that she was impressed with the caliber of the new members. She noted that some of the issues that came up that may belong to the Youth & Education Committee and asked the Committees to work together.

Commissioner Salazar-Hobson suggested that the Issues Committee also look at the issue of 'thrill killing', which was sadly becoming more popular.

Commissioner Watahara arrived (4:49 p.m.) and a quorum instated. Vice-Chair Saliba-Malouf then moved onto agendized action items.

APPROVAL OF MINUTES
The minutes of the August 10, 2000 Commission meeting were moved (Dimapilis), seconded (Knutzen) and approved (Unanimously).

GENERAL COMMUNICATIONS FILE
A general communications file was circulated.

REPORT OF THE CHAIR
Vice-Chair Saliba-Malouf asked the Director if a letter could be drafted and agendized for the next meeting to the Department of Justice regarding Dr. Wen Ho Lee's incarceration. She added that the Department of Justice has refused to apologize.

Election of Commission Chair & Vice Chair
The Commission voted to elect Commissioner Saliba-Malouf to the position as Chair, moved (Lee), seconded (Knutzen) and approved (Unanimously).

The Commission voted to elect Commissioner Lee to the position as Vice-Chair, moved (Saliba-Malouf), seconded (Dimapilis) and approved (Unanimously).

Public comment on all matters pertaining to closed session
Chair Saliba-Malouf requested public comment on all matters pertaining to closed session. There was no public comment.

Closed session pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(d).
At 5:02 p.m., Chair Saliba-Malouf invited the public to leave the room and the Commission went into closed session.

Reconvene in open session & Vote to elect whether to disclose any or all discussions held in closed session
The Commission reconvened in open session at 5:28 p.m., and voted not to disclose any or all discussions held closed session. Moved (Knutzen), seconded (Dimapilis) and passed (Unanimously).

REPORT OF THE DIRECTOR
Chapter 12.D.A. Waiver Report
Director Harmon introduced the Chapter12.D.A. waiver report, noting that the report included a majority of waivers for the Department of Public Health, relating to the procurement of specialized medical equipment and supplies. She stated that this report will also be presented at the next M/W/LBE Committee meeting.

HRC Quarterly Report on Chapter 12.D.A.
Preston Tom, HRC staff read the summary of the recent Quarterly Report (attached).

Chair Saliba-Malouf stated that this report was far more encouraging than the last one and that there has been great improvement on the Departments part because the HRC has technically enhanced the program and has made progress of gathering accurate data.

Commissioner Knutzen asked about sub payments and wondered how the HRC ensures that the subs get paid.

Director Harmon stated that the HRC wants to ensure that they are gather accurate data. If the HRC finds a circumstance that a sub is not being paid, we will mediate a formal or informal complaint. Mr. Tom added that the HRC is proactively enforcing contract compliance.

Commission Watahara and Commissioner Salazar-Hobson requested that the next report include a not only a summary of dollars, but also actual units and percentages of how the dollars were distributed to the minority contractors.

Discussion on hiring new Commission Secretary
Toni Delgado (HRC Staff) forwarded 10 resumes for review. She offered the Commissioners additional hiring options. Chair Saliba-Malouf asked that a conference call be set up between Commissioners and an update would be provided at the next Commission meeting.

Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations
Director Harmon stated that the AATF issued it's final report on September 11th and that each Commissioner should be receiving one. Director Harmon reported on the HRC's progress on it's Contract compliance function. She stated that the HRC is working with the Controller's office on random audit process and payment issues. She added that she is also working with the EO division to develop policies and procedures to regarding staffing issues, staff and management evaluations. Director Harmon added that the HRC is currently in the process of creating a Contract Compliance Manual and performance evaluations will be based on the manual. Chair Saliba-Malouf noted that the manual was a wonderful idea.

Director Harmon noted that standard site visits procedures were also being implemented into the manual, including issues such as Compliance Officer access and standards.

The HRC has been working on collecting accurate contract Compliance information, A steering committee has been formed and has already reviewed the HRC forms, to make them consistent with the AATF's recommendation.

Commissioner Salazar-Hobson added that he was very happy with the HRC progress report and executive summary.

Discussion and possible adoption of resolutions honoring the service of Ron Capistrano
A resolution honoring the service of Ron Capistrano as an HRC intern was moved (Lee), seconded (Dimapilis) and approved (Unanimously).

Discussion and possible adoption of resolution honoring the service of Maria Cordero of A resolution honoring the service of Maria Cordero to the M/W/LBE Advisory Committee was moved (Dimapilis), seconded (Lee) and approved (Unanimously).

Discussion and possible adoption of resolution honoring the service of Stephen Herman
A resolution honoring the service of Stephen Herman to the Commission was moved (Dimapilis), seconded (Lee) and approved (Unanimously).

Discussion and possible adoption of resolution honoring the service of Justice Harry Low
A resolution honoring the service of Justice Harry Low was moved (Dimapilis), seconded (Saliba-Malouf) and approved (Unanimously).

Committee Reports (continued)
MBE/WBE/LBE Advisory Committee
Commissioner Dimapilis congratulated and introduced Romulus Asenloo (HRC), new staffer for the M/W/LBE Committee. Mr. Asenloo, along with three members of the M/W/LBE Advisory Committee (Alan Doanes; Pete Lapid and Darlene Mar), presented two resolutions to the Commissioners that contain recommendations to improve the program, both in the short term as well as recommendations that were made to the Task Force as well as KPMG, but were not included in the final report (attached).

Chair Saliba-Malouf asked Director Harmon how quickly we could implement some of these suggestions. Vice-Chair Lee queried if the M/W/LBE committee has available seats for a couple of labor people.

There was much discussion about the resolutions and the Commissioners shared their concerned about safeguards, and checks and balances with regard to some of the suggestions.

The resolution regarding recommendations, for improving the MBE/WBE/LBE Program, by the MBE/WBE Advisory Committee requiring immediate attention and/or implementation by HRC as moved (Dimapilis), seconded (Watahara), and approved (Unanimously).

The resolution regarding recommendations presented by the MBE/WBE Advisory Committee that were not included in the KPMG's Report adopted by the Independent Joint Task Force was moved (Dimapilis), seconded

(Lee), and approved (Unanimously).

Youth and Education Committee
Commissioner Watahara presented a resolution to Diana Rathbone, commending her service to the Youth & Education Committee. Ms. Rathbone shared with the Commissioners her affinity and some experiences of the time she served on the Youth & Education Committee. The Commissioners offered Ms. Rathbone congratulations.

ADJOURNMENT
The meeting was adjourned at 6:33 p.m.

NEXT MEETING
DATE: Thursday, September 28, 2000
TIME: 4:30 P.M.
PLACE: 1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, September 28, 2000
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of September 14, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]

6. REPORT OF THE DIRECTOR

   a) Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations [Discussion Item (*)]
   b) Discussion and possible adoption of support letter for Dr. Wen Ho Lee [Discussion/Action Item (**)]

7. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
   Commissioner Martha Knutzen, Co Chair
   Larry Brinkin, Committee Staff

      1. Report of the September 16, 2000 Retreat
      2. Report of the September 19, 2000 Committee Meeting [Discussion Item (*)]
      3. Appointment of M.C. Ettinger to LGBTAC, Transgender Civil Rights Implementation Task Force [Action Item (*)]

      NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, October 17, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   b) Employment Committee
   Commissioner Larry Lee, Chair
   Pansy Waller, Committee Staff

      1. No Report.

      NOTE: *The next meeting of the Employment Committee will be held on Thursday, October 5, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

c) Issues Committee
Commissioner Antonio Salazar-Hobson, Chair
Emil DeGuzman, Committee Staff

1. No Report.

NOTE: *The next meeting of the Issues Committee will be held on Monday, October 2, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Romulus Asenloo, Committee Staff

1. Report of the September 20, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, October 18, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Co Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. No Report.

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, October 4, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8. OLD / NEW BUSINESS

9. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, OCTOBER 12, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

Memo

Date: September 25, 2000

To: HRC Commissioners & Public

From: Toni A. Delgado

Re: Commission Agenda

Item 2.a. will be provided at the meeting.

Remember, our quorum is still SIX. Please attend!!

Thanks!

t. ☺

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Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

DRAFT DRAFT DRAFT
September 18, 2000

COMMISSIONERS

Ghada Saliba-Malouf
Chair

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Martha Knutzen
Larry Lee
Leslie D. Littleton
Antonio Salazar-Hobson
Alan Akira Watahara

United States Attorney Janet Reno
United States Department of Justice
950 Pennsylvania Avenue, NW, Room 4545
Washington, D.C. 20530

Dear Attorney General Reno:

The Human Rights Commission of the City and County of San Francisco respectfully urges you to issue a public apology to Dr. Wen Ho Lee. The Human Rights Commission was established in 1964 to provide leadership and advocacy in order to secure and protect and promote human rights for all people. As a government agency that enforces municipal laws against discrimination on the basis of race, color, ethnicity, national origin and ancestry, the Human Rights Commission has a vested interest in the treatment of Dr. Lee.

Several aspects of the handling of Dr. Lee's case by the Department of Justice are cause for concern. First, allegations that ethnicity played a part in the investigation and prosecution of Dr. Lee are troubling. Second, the conditions and length of Dr. Lee's incarceration raises concerns regarding the Department of Justice's management of his case. Finally, the media attention surrounding this matter has undoubtedly had a long-lasting impact on Dr. Lee and his family.

A public apology on behalf of the Department of Justice would affirm the United States Government's commitment to racial and ethnic equality. It would also recognize the severe treatment Dr. Lee has endured.

As the individual responsible for the equal and fair execution of all federal laws, the Human Rights Commission asks that you join Justice Parker by publicly apologizing for the Department of Justice's handling of Dr. Lee's case. The Human Rights Commission also urges you to take measures necessary to eliminate racial profiling by the Department of Justice and all law enforcement agencies within its jurisdiction.

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Sincerely,

Ghada Saliba-Malouf
Chair

Cc: Bill Richardson, Secretary of Energy
Louis J. Freeh, FBI Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING SEPTEMBER 28, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:43 p.m. No quorum was present.

ROLL CALL
Commissioners
Present:Ghada Saliba-Malouf, Chair; Youn Chey; Shirley Dimapilis; Leslie Littleton; and Alan Watahara

Excused:Julia Globus-Sabori; Martha Knutzen; Larry Lee, Vice-Chair; and Antonio Salazar-Hobson

HRC Staff
Present:Virginia M. Harmon, Director; Larry Brinkin; Toni Delgado

Guests
Present:Jackie Minor, Deputy City Attorney; and Mhenaz Saiyed, HRC intern

Since a quorum was not present, Vice Chair Saliba-Malouf moved ahead on the agenda, past action items, and onto discussion items.

APPROVAL OF MINUTES
The minutes of the September 14, 2000 Commission meeting were not available.

GENERAL COMMUNICATIONS FILE
No general communications file was circulated.

PUBLIC COMMENT
No pubic comment.

REPORT OF THE CHAIR
Chair Saliba-Malouf asked that an ongoing discussion/action item be agendized to plan and discuss topics for a Commissioner retreat for January. Chair Saliba-Malouf also noted that all new Commissioners should be filing their Statements of Economic Interest with the Ethic Commission and asked Ms. Delgado to distribute copies of the forms as needed.
Individual Commissioner reports on Community Activities
Commission Chey attended an international conference on distance education and she noted how the world is changing through technology. She stated in Finland, at the age of 7, every student is assigned an e-mail address and every child is required to learn 3 languages and she added that she will bring these issues to the Youth & Education Committee.

Commissioner Littleton attended the Congressional Black Caucus and thought it was a great event to see the issues on the forefront for African-American as well as people of color, including political prisoners. She added that predatory lending laws should also be discussed at the Issues Committee.

Commissioner Dimapilis noted that she will be attending the Asian Pacific Political Association

REPORT OF THE DIRECTOR
Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations
Director Harmon reported on the HRC's progress on it's Certification function. She stated that the HRC currently has inadequate resources to implement some of the suggestions. Director Harmon spoke about site visits, follow up visits and documentation procedures. She then noted that a Certification manual is being updated by staff and will include internal review procedures. Although implementing an internal review board and a panel with industry specific knowledge are good ideas, the HRC would require additional resources to do such. Another recommendation was to increase Certification staff by two and offer customer service to applicants, but the HRC

has repeatedly requested these positions through the budgetary process and have been denied. The HRC currently has one designated Certification staff-person on budget. Director Harmon stated that the HRC is very interested in implementing these changes and will do so as soon as additional resources become available.

Commissioner Littleton added that the M/W/LBE Committee is interested in providing outreach and Director Harmon stated that the HRC will address this issue at the next Committee meeting.

Commissioner Watahara asked that the HRC create a list and total budget of what the HRC needs to implement these programs. Chair Saliba-Malouf stated that at the least, staff members should be available to the HRC.

Discussion and possible adoption of support letter for Dr. Wen Ho Lee
Since no quorum was present, the discussion and possible adoption of support letter for Dr. Wen Ho Lee was tabled for the next Commission meeting.

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
Larry Brinkin (HRC Staff) stated that the LGBTAC held their annual planning retreat on September 16th. The Committee got to know each other and discussed the issues that the Committee wanted to visit in the coming year. The issues included incarcerated LBBT, family issues, and elderly LGBT and senior services. Mr. Brinkin added that the Economic Empowerment report should be presented to the Commission by November for approval.

Since a quorum was not present, the appointment of M.C. Ettinger to LGBTAC, Transgender Civil Rights Implementation Task Force was tabled for the next Commission meeting.

Employment Committee
No Report.

Issues Committee
No Report.

MBE/WBE/LBE Advisory Committee
Commissioner Dimapilis stated that Roel Villacarlos and Melinda Wesley of HRC staff presented the Quarterly Report to the Committee. She added that Commissioner Watahara reported on the resolutions that were passed at the last Commission meeting.

Youth and Education Committee
No report.

OLD / NEW BUSINESS
Chair Saliba-Malouf noted that she asked Commissioner Littleton to Chair the Issues Committee and that Commissioner Littleton has accepted.

ADJOURNMENT
The meeting was adjourned at 5:19 p.m.

NEXT MEETING
DATE:Thursday, October 12, 2000
TIME: 4:30 P.M.
PLACE: 1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon Interim Director

By: Toni A. Delgado
Commission Secretary

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Human Rights Commission

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Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

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DATE: Thursday, October 12, 2000
TIME: 4:30 p.m.
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of September 14, 2000 [Action Item (**)]
   b) Approval of minutes of Commission Meeting of September 28, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Discussion of planning Commissioner Retreat [Discussion/Action (*)]

6. ** CLOSED SESSION **

   a) Public comment on all matters pertaining to the closed session
   c) Vote on whether to hold closed session (SF Administrative Code Section 67.10(d).) [Action Item (*)]
   d) Closed session pursuant to Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d).

      CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Discussion Item (*)]

      Coral Construction
      File No. 414196
      San Mateo Superior Court

   e) Reconvene in open session: Vote to elect whether to disclose any or all discussions held in closed session [Action Item (*)]

7. REPORT OF THE DIRECTOR

   a) Chapter 12 D A Waiver Report [Discussion Item (***)]
   b) Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations [Discussion Item (***)]
   c) Discussion and possible adoption of support letter for Dr. Wen Ho Lee [Discussion/Action Item (**)]
   d) Update on Citywide Bonding Legislation [Discussion Item (*)]

8. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
      Commissioner Martha Knutzen, Co Chair
      Larry Bankin, Committee Staff

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

1 Appointment of M.C. Ettinger to LGBTAC, Transgender Civil Rights Implementation Task Force [Action Item (**)]

NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, October 17, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

b) Employment Committee
Commissioner Larry Lee, Chair
Pansy Waller, Committee Staff

1. No Report.

NOTE: *The next meeting of the Employment Committee will be held on Thursday, November 2, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

c) Issues Committee
Commissioner Leslie Littleton, Co Chair
Commissioner Antonio Salazar-Hobson, Co Chair
Emil DeGuzman, Committee Staff

1. Report of the October 2, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Issues Committee will be held on Monday, November 6, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Rosalas Avenlop, Committee Staff

1 No Report.

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, October 18, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Co Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Tom J. Delgado, Committee Staff

1 Report of the October 4, 2000 Committee Meeting [Discussion Item (*)]
2. Discussion and possible adoption of resolution supporting the life and work of Laurel Glass [Discussion/Action Item (**)]

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, October 4, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

9. OLD / NEW BUSINESS

10. ADJOURNMENT

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NEXT MEETING: THURSDAY, OCTOBER 26, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

Memo

Date: October 10, 2000

To: HRC Commissioners

From: Toni A. Delgado

Re: Commission Meeting Attachments

The agenda for the next commission meeting was faxed to you on Friday. I am now faxing the attachments for your review. The complete package--including agenda, minutes, and 12.D.A. waiver report will be provided to you at the meeting.

If you have any questions or need additional information, please feel free to contact me!!

t. ☺

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Willie Lewis Brown, Jr.
Mayor

Virginia M. Harmon
Interim Director

COMMISSIONERS

Ghada Saliba-Malouf
Chair

Larry Lee
Vice-Chair

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Martha Knutzen
Leslie D. Littleton
Antonio Salazar-Hobson
Alan Akira Watahara

DRAFT DRAFT DRAFT

October 12, 2000

The Honorable Attorney Janet Reno
United States Department of Justice
950 Pennsylvania Avenue, NW, Room 4545
Washington, D.C. 20530

Dear Attorney General Reno:

The Human Rights Commission of the City and County of San Francisco respectfully urges you to issue a public apology to Dr. Wen Ho Lee. The Human Rights Commission was established in 1964 to provide leadership and advocacy in order to secure and protect and promote human rights for all people. As a government agency that enforces municipal laws against discrimination on the basis of race, color, ethnicity, national origin and ancestry, including Asian-, Latino- and African-American the Human Rights Commission has a vested interest in the treatment of Dr. Lee.

Several aspects of the handling of Dr. Lee's case by the Department of Justice are cause for concern. First, allegations that ethnicity played a part in the investigation and prosecution of Dr. Lee are troubling. Second, the conditions and length of Dr. Lee's incarceration raises concerns regarding the Department of Justice's management of his case. Finally, the media attention surrounding this matter will undoubtedly had a long-lasting impact on Dr. Lee and his family

A public apology on behalf of the Department of Justice would affirm the United States Government's commitment to racial and ethnic equality. It would also recognize the severe treatment Dr. Lee has endured.

As the individual responsible for the equal and fair execution of all federal laws, the Human Rights Commission asks that you join Justice Parker by publicly apologizing for the Department of Justice's handling of Dr. Lee's case. The Human Rights Commission also urges you to take measures necessary to eliminate racial profiling by the Department of Justice and all law enforcement agencies within its jurisdiction.

Sincerely,

Ghada Saliba-Malouf
Chair

cc: The Honorable Bill Richardson, Secretary of Energy
Louis J. Freeh, FBI Director
Senator Barbara Boxer
Senator Diane Feinstein
Congresswoman Nancy Pelosi
The Honorable Willie L. Brown
The San Francisco Board of Supervisors

25 Van Ness Avenue
Suite 800
San Francisco
California 94102 6033

TEL (415) 252-2500
FAX (415) 431-5764
TDD (415) 252-2550
www.ci.sf.ca.us/sfhumanrights

Author: Caduceus Outreach <caducuesoutreach@earthlink.net> at ~ctl-internet-po
Date: 8/28/00 4:20 PM
Priority: Normal
TO: Larry Brinkin at ~HUMAN-RIGHTS
Subject: letter of intent, position on TG Task Force

---------- Message Contents ----------

Dear Larry Brinkin:

This letter is a letter of intent expressing my interst in joining the Transgender Human Rights Task Force.

As a young FTM and committed community activist, I believe I would be a valuable asset to the Task Force.

Due to the passing of the 1995 anti-discrimination ordinance, San Francisco is a city which is exemplary in protecting the rights of TS and TG residents. However, I believe that despite the existance of this ordinance, there is still much work to be done in terms of ensuring TG and TS residents fair and equal acess to housing, employment, health care, and protection from police violence and other hate crimes.

I have done and continue to do extensive community work that will enable me to help forward the work of the Task Force in these areas. In the past I have been a faciliatator for Changeling, the discussion group for young TG/TS and questioning people at LYRIC, I have also been a member of LYRIC's staff as the Young, Loud, and Proud Conference Coordinator. Currently, I do community trainings on transgender issues in schools, organizations, and conferences. I am a volunteer and do trainings and cirriculum development for the Youth Gender Project. I do outreach work with the Coalition on Homelessness and At the Crossroads (an outreach organization for homeless youth), where I encounter many people from the TG/TS community. I am a staff person at Caduceus Outreach Services, an organization that does outreach, advocacy & education, and provides direct servcies to homeless people with mental illnesses and other disabilities.

I look forward to speaking with you more about the work of the Task Force and more about my work experience within the Transgender Community.

Thank you very much for your time and consideration.

Best regards,

M. C. Ettinger
Associate Director
Caduceus Outreach Services

#415-440-4114 X305

Resolution of Commendation for Laurel Glass

WHEREAS, Laurel Glass has devoted her life to medicine, education and social justice, focusing attention on the health needs of the poor abroad and at home where she worked with Japanese Americans in internment camps during World Was II and later served on the Board of the Glide Foundation; and

WHEREAS, Mayor John Shelley appointed Laurel Glass to the San Francisco Board of Education for a five-year term from 1967 through 1971 where she devoted herself to the betterment of the San Francisco Unified School District as it established high learning expectations of students, broadened the curriculum to include education for non- and limited-English speaking students, encouraged parent involvement and helped community activists find a voice; and

WHEREAS, Laurel Glass and others moved courageously to desegregate the San Francisco Unified School District; and

WHEREAS, Laurel Glass was an early advocate of equal rights for women and people of color, fighting for a strong affirmative action policy to ensure that teachers and administrators would reflect our City's racial, ethnic and cultural diversity; and

WHEREAS, Laurel Glass served as the Director of the University of California at San Francisco Medical School's Center on Deafness; and

WHEREAS, Laurel Glass is the recipient of many public service awards including the NAACP Freedom Award, the UCSF Chancellor's Award and Gallaudet University's Powrie V. Doctor Chair of Deaf Studies; and

WHEREAS, Willie L. Brown, Jr., Mayor of the City and County of San Francisco proclaimed October 1, 2000 as Laurel Glass Day in San Francisco.

NOW, THEREFORE, BE IT RESOLVED, that the Human Rights Commission join Mayor Willie L. Brown, Jr. in commending Laurel Glass for her life's work.

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MINUTES OF THE COMMISSION MEETING OCTOBER 12, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:55 p.m. A quorum was present.

ROLL CALL

Commissioners
Present:Ghada Saliba-Malouf, Chair; Youn Chey; Shirley Dimapilis; Martha Knutzen; Larry Lee, Vice-Chair; and Leslie Littleton

Excused:Julia Globus-Sabori; Antonio Salazar-Hobson; and Alan Watahara

HRC Staff
Present:Virginia M. Harmon, Director; Larry Brinkin; Edward Campos; Emil DeGuzman; Toni Delgado; Carmen Herrera; and Domenic Viterbo

Guests
Present:Jackie Minor, Deputy City Attorney; Theresa Stricker, Deputy City Attorney; and Gail Roberts

APPROVAL OF MINUTES
The minutes of the September 14, 2000 Commission meeting were moved (Chey), seconded (Dimapilis) and approved (Unanimously).

The minutes of the September 28, 2000 Commission meeting were moved (Chey), seconded (Dimapilis) and approved (Unanimously).

GENERAL COMMUNICATIONS FILE
No general communications file was circulated.

PUBLIC COMMENT
No pubic comment.

REPORT OF THE CHAIR
Chair Saliba-Malouf stated that she and Director Harmon had a positive meeting with the Mayor and discussed the progress that the HRC is making with regard to the Affirmative Action Task Force recommendations. Chair Saliba-Malouf updated the Commission on the status of hiring the Commission Secretary, stating that interviews were taking place over the next couple of weeks. She invited any Commissioner to participate in the interview and hiring process.

Individual Commissioner reports on Community Activities
There were no Commissioner reports on Community Activities.

Discussion of planning Commissioner Retreat
Chair Saliba-Malouf asked that a Commissioner retreat be planned for a Saturday morning in January and asked for Commissioner feedback. Locations for the retreat were also discussed, including the HRC offices, third floor conference rooms at 25 Van Ness, City College, as well as the Lodge in Golden Gate Park. Chair Saliba-Malouf asked Ms. Delgado to look into the availability of these venues.

CLOSED SESSION
Public comment on all matters pertaining to closed session
Chair Saliba-Malouf requested public comment on all matters pertaining to closed session. There was no public comment.

Closed session pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(d).
At 5:04 p.m., Chair Saliba-Malouf invited the public to leave the room and the Commission went into closed session.

Reconvene in open session & Vote to elect whether to disclose any or all discussions held in closed session
The Commission reconvened in open session at 5:25 p.m., and voted not to disclose any or all discussions held closed session. Moved (Knutzen), seconded (Littleton) and passed (Unanimously).

REPORT OF THE DIRECTOR
Director Harmon took a moment to introduce new HRC staff members. Mr. Larry Brinkin introduced the new 1426 Clerk Typist, Domenic Viterbo, who works in the LGBTH Unit, as well as assists the Administrative Unit when needed. Mr. Viterbo shared his excitement for working with the HRC and stated that he was glad to meet the Commissioners. Mr. Ed Ilumin introduced his new staff member in the Housing Unit, Carmen Herrera. Ms. provided her professional background and stated that she was glad to meet the Commissioners.

Chapter 12.D.A Waiver Report
Director Harmon introduced the Chapter12.D.A. waiver report, noting that the format of the report has been changed to reflect waivers on a monthly basis, allowing the Commissioners to review the current list of waivers. Director Harmon stated that she would be happy to provide additional information if needed as well as present waiver log at the next M/W/LBE Committee meeting.

Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations
Director Harmon reported on the HRC's progress on it's Citywide Diversity Tracking System. She stated that several of the Task Force recommendations with regard to the Citywide Diversity Tracking System have already been implemented and that a Steering Committee has been established to further enhance the Systems efficiency. She stated that the HRC is working closely with John Waite and DTIS to implement the necessary enhancements. Director Harmon also stated that a Policy Sub-Committee has been established within the Steering Committee and the Policy Sub-Committee is working very closely with the Coty Attorney's office to address departmental concerns about the data.

Discussion and possible adoption of support letter for Dr. Wen Ho Lee
Adoption of the support letter for Dr. Wen Ho Lee was moved (Dimapilis), seconded (Knutzen) and approved (Unanimously).

Update on Citywide Bonding Legislation
Director Harmon updated the Commission on the status of the Citywide Bonding Legislation, stating that the issue has been presented to the Board of Supervisors and that the issue will be heard on October 16th, 2000.

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
The appointment of M.C. Ettinger to LGBTAC, Transgender Civil Rights Implementation Task Force was moved (Knutzen), seconded (Littleton) and approved (Unanimously). Commissioner Knutzen also noted that the Committee also strongly supports Uma Contreras to be nominated to the Task Force by the Board of Supervisors.

Employment Committee
No Report.

Issues Committee
Mr. Emil DeGuzman stated that Commissioner Littleton called together her first meeting. Mr. DeGuzman stated that members of the Issues Committee were going to attend the October 4, Youth and Education Committee Meeting to discuss Youth Rights, Proposition 21. The Fair Housing Unit of the HRC made a presentation of its duties. The Committee discussed the Ellis Act and how to take an action item and present it to the Commission properly.

Commissioner Littleton stated that she was exited about the different issues that the Issues Committee was working.

MBE/WBE/LBE Advisory Committee
No Report.

Youth and Education Committee
Commissioner Chey stated that the issues Committee made a presentation to the Committee regarding Proposition 21, Racial Profiling and housing and commercial no-profit discrimination and stated that the Committee will work closely with the Issues Committee on these issues. Commissioner Chey noted that Toni Delgado, Staff, had presented old and new topics and directions for the Committee. Commissioner Chey stated that the Committee was doing outreach to acquire new members and revitalize the Committee with new youth members. Commissioner Chey also stated that the Committee is discussing the technological educational tools available to City students.

Gail Roberts, Youth & Education Committee member introduced a resolution supporting the life and work of Laurel Glass. The resolution was moved (Chey), seconded (Dimapilis) and approved (Unanimously).

OLD / NEW BUSINESS
Chair Saliba-Malouf asked that all Commissioners do their best to attend all Commission meetings since the Commission is low on membership and are having a hard time making a quorum.

ADJOURNMENT
The meeting was adjourned at 5:53 p.m.

NEXT MEETING
DATE:Thursday, October 26, 2000
TIME:4:30 P.M.
PLACE:1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission

Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, October 26, 2000
TIME: 4:30 p.m.
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Wilfred W. Hsu
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan W'atahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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Suite 800
San Francisco
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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of October 12, 2000 [Action Item (***)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Discussion and possible adoption of setting date for Commissioner Retreat [Discussion/Action Item (**)]
   c) Discussion and possible adoption of rescheduling Commission Meeting dates for the months of November and December [Discussion/Action Item (**)]

6. REPORT OF THE DIRECTOR

   a) Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations [Discussion Item (***)]
   b) Discussion and possible adoption of Rules of Procedure for Discrimination Complaints [Discussion/Action Item (***)]

7. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
   Commissioner Martha Knutzen, Co Chair
   Larry Bruskin, Committee Staff

      1 Report of the October 17, 2000 Committee Meeting [Discussion Item (*)]

      NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, November 21, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   b) Employment Committee
   Commissioner Larry Lee, Chair
   Pansy Waller, Committee Staff

      1. No Report.

      NOTE: *The next meeting of the Employment Committee will be helo on Thursday, November 2, 2000 at 1:30 p.m. at the Human Rights Commission offices 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   c) Issues Committee

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

Commissioner Leslie Littleton, Co Chair
Commissioner Antonio Salazar Hobson, Co Chair
Emil DeGuzman, Committee Staff

1 No Report.

NOTE: *The next meeting of the Issues Committee will be held on Monday, November 6, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Romulus Ascnloo, Committee Staff

1 Report of the October 18, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, November 22, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Co Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A Delgado, Committee Staff

1 No Report.

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, November 1, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8 OLD / NEW BUSINESS

9. ADJOURNMENT

All meetings are held at City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, NOVEMBER 9, 2000

LEGEND. (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

Date: October 23, 2000

To: HRC Commissioners

From: Toni A. Delgado

Re: October 26 Commission Agenda

Item 5.b. Discussion and possible adoption of setting date for Commissioner Retreat

Please consider two possible dates for the Commissioner Retreat:

Saturday January 13, 2001 -- *or* – Saturday, January 20, 2001.

We are scheduling the retreat for 9 a.m. to 1 p.m., and will let you know the location as soon as we know the availability.

Item 5.c. Discussion and possible adoption of rescheduling Commission Meeting dates for the months of November and December

Since the second Commission meeting date for the month of November falls on Thanksgiving, we are hoping to move the meetings in November to:

Thursday, November 16, 2000, 4:30 p.m., Room 416, City Hall, and,
Thursday, November 30, 2000, 4:30 p.m., Room 416, City Hall.

The second meeting in December falls on December 28th, and has been cancelled in observance of the holidays.

Please check your calendars for your availability. I will call you in the next couple of days to further discuss these items.

Thanks very much! See you on Thursday!!

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MINUTES OF THE COMMISSION MEETING OCTOBER 26, 2000

Commission Vice-Chair Ghada Saliba-Malouf called the meeting to order at 4:45 p.m. A quorum was present.

ROLL CALL

Commissioners
Present: Ghada Saliba-Malouf, Chair; Youn Chey; Wilfred Hsu; Martha Knutzen; Larry Lee, Vice-Chair; and Leslie Littleton

Excused: Shirley Dimapilis; Julia Globus-Sabori; Antonio Salazar-Hobson; and Alan Watahara

HRC Staff
Present: Virginia M. Harmon, Director; Larry Brinkin; Edward Campos; Emil DeGuzman; Toni Delgado; Carmen Herrera; and Domenic Viterbo

Guests
Present: Jackie Minor, Deputy City Attorney

APPROVAL OF MINUTES
The minutes of the October 12, 2000 Commission meeting were moved (Lee), seconded (Littleton) and approved (Unanimously).

GENERAL COMMUNICATIONS FILE
No general communications file was circulated.

PUBLIC COMMENT
No pubic comment.

REPORT OF THE CHAIR
Chair Saliba-Malouf introduced the new Commissioner Wilfred Hsu and all the Commissioners welcomed him. Commissioner Hsu thanked everyone and noted that he was looking forward to working with the Commission.

Individual Commissioner reports on Community Activities
Commissioner Littleton stated that she attended the groundbreaking for Mission Bay, which she thinks will be a wonderful addition to the City.

Discussion and possible adoption of setting date for Commissioner Retreat
Chair Saliba-Malouf asked the Commissioners to choose a date for the Commission Retreat. The choices were Saturday, January 13th or Saturday, January 20th, 2001; 9:00 a.m. to 1:00 p.m. Commissioners discussed the best day and decided to hold the retreat on the 13th. Chair Saliba-Malouf asked Ms. Delgado, Commission Secretary to research venues for the retreat.

Discussion and possible adoption of rescheduling Commission Meeting dates for the months of November and December
Chair Saliba-Malouf suggested that the Commission meet on the third and fifth Thursday of the month of November (the 16th and 30th), a opposed to the second and fourth Thursday, since the 23rd of November is Thanksgiving, and the Commission would miss a meeting. Vice-Chair Lee noted that he would be out of town for the meeting of the 16th. Chair Saliba-Malouf asked that Commissioners make note of the dates in order to have a quorum. Chair Saliba-Malouf also noted that the second meeting in December (the 28th) will be cancelled in observance of the Holidays.

Chair Saliba-Malouf noted that she and Ms. Delgado were in the process of interviewing Commission Secretary

candidates. Ms. Delgado noted that she had a few more interviews to conduct over the next few days and that an update would be provided to the Commission at the next meeting.

Chair Saliba-Malouf commented on the press that the HRC has been receiving regarding appointment of new members to the M/W/LBE Advisory Committee. Chair Saliba-Malouf stated that appointment of new members is a routine process. She noted that the members departing the M/W/LBE Committee served three- or four-year During their terms they had done a great job and the Commission appreciates their contributions.

REPORT OF THE DIRECTOR
Progress Report on HRC implementation of Independent Task Force on Affirmative Action recommendations Director Harmon presented on the HRC's progress on Support Services. She stated that Support Services could be broken down into two categories: Current services and new services. Director Harmon shared her thoughts regarding enhancing outreach business development and technical training services to M/W/LBE firms. She stated that initial implementation of a comprehensive program would begin in January 2001. Director Harmon added that the Task Force recommended that the HRC enhance the Bonding Program. She stated that the Board of Supervisors adopted the legislation, amending Chapter 12.D., and the new Bonding Program will be implemented beginning January 2001. Director Harmon also noted that per the Task Force recommendations, the HRC has begun the process of working more closely with the Mayor's Office of Economic Development as well as Small Business Commissions. In Closing, Director Harmon stated that all newly developed services offered by the HRC will require additional resources.

Commission Knutzen asked Director Harmon to provide the Commissioners with memos of Support Services that the HRC offers, as the programs are developed. Commission Knutzen also noted that she has been providing this information at her Advisory Committee meeting.

Commissioner Chey added her support for the HRC Support Services and wondered if the HRC has thought about providing support services in the area of technology. Commissioner Chey asked Director Harmon how the HRC proceeds with these plans and inquired about resources. Director Harmon stated that everyone agrees the HRC would have difficulties implementing new programs without additional resources. Chair Saliba -Malouf noted that these sentiments were expressed to the Mayor.

Discussion and possible adoption of Rules of Procedure for Discrimination Complaints Larry Brinkin, HRC staff stated that these rules of procedure were brought before the Commission a year ago. A revision and second draft was suggested. These revisions were made, but the item was tabled pending adoption of the 12.D. rules. Mr. Brinkin noted that the HRC's current City Attorney has not had the chance to review these procedures. He stated that a new draft will be provided in a future Commission meeting.

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
Commissioner Knutzen stated that the LGBTAC Committee finalized the Economic Development report and passed it unanimously. She stated that the final report should be included in Commissioner packets for the November 30 meeting. Commissioner Knutzen stated that report is voluminous, and added that both she and Larry Brinkin will be available if Commissioners have any questions.

Employment Committee
No Report.

Issues Committee
No Report.

MBE/WBE/LBE Advisory Committee
Commissioner Littleton stated that the Committee welcomed new members. The Committee went through the Sole Source waiver report and identified the three areas that received the greatest number of waivers. Those areas were water contracts, medical devices and emergency waivers. The Committee also discussed putting together a public relations program for the M/W/LBE program as well as the Commission.

Youth and Education Committee
No Report.

OLD / NEW BUSINESS
No old / new business was reported.

ADJOURNMENT
The meeting was adjourned at 5:10 p.m.

NEXT MEETING
DATE: Thursday, November 16, 2000
TIME: 5:00 P.M.
PLACE: 1 Dr. Carlton B. Goodlett Place, Room 263
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

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Willie Lewis Brown, Jr.
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Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, November 16, 2000
TIME: 5:00 p.m.
LOCATION: City Hall, Room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Wilfred W. Hsu
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of October 26, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Discussion of January 13, 2001 Commissioner Retreat [Discussion/Action Item (*)]
   c) Update on hiring of Commission Secretary [Discussion Item (*)]

6. REPORT OF THE DIRECTOR

   a) Chapter 12.D.A Waiver Report [Discussion Item (***)]
   b) Progress Report on HRC implementation of M/W/LBE Advisory Committee recommendations [Discussion Item (***)]
   c) Update on Liberty Builders v. Hensel Phelps appeal [Discussion Item (*)]
   d) West Bay Builders settlement negotiations [Discussion Item (*)]
   e) Notification of results of investigation regarding Commercial Interiors and Construction, Inc. [Discussion Item (*)]

7. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
      Commissioner Martha Knutzen, Co Chair
      Larry Brinkin, Committee Staff

      1. No Report.

         NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, November 21, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

   b) Employment Committee
      Commissioner Larry Lee, Chair
      Pansy Waller, Committee Staff

      1. Report of the November 2, 2000 Committee Meeting [Discussion Item (*)]

         NOTE: *The next meeting of the Employment Committee will be held on Thursday, December 7, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

c) Issues Committee
Commissioner Leslie Littleton, Co Chair
Commissioner Antonio Salazar-Hobson, Co Chair
Emil DeGuzman, Committee Staff

1. Report of the November 6, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Issues Committee will be held on Monday, December 4, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Romulus Asenloo, Committee Staff

1. No Report.

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, November 22, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Co Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. Report of the November 1, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, December 6, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8. OLD / NEW BUSINESS

9. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, NOVEMBER 30, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

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MINUTES OF THE COMMISSION MEETING NOVEMBER 16, 2000

Commission Chair Ghada Saliba-Malouf called the meeting to order at 5:03 p.m. A quorum was not present.

ROLL CALL

Commissioners
Present: Ghada Saliba-Malouf, Chair; Youn Chey (arr. 5:05); Shirley Dimapilis; Leslie Littleton; and Alan Watahara

Excused: Julia Globus-Sabori; Wilfred Hsu; Martha Knutzen; Larry Lee, Vice-Chair; and Antonio Salazar-Hobson

HRC Staff
Present: Virginia M. Harmon, Director; Emil DeGuzman; Toni Delgado; Preston Tom; and Pansy Waller

Guests
Present: Lome Aseron, HRC Intern; Jackie Minor, Deputy City Attorney; Dorji Roberts, Deputy City Attorney; and Mhenaz Saiyed, HRC Intern

APPROVAL OF MINUTES
Since a quorum was not present, the minutes of the October 26, 2000 Commission meeting were tabled for the next Commission meeting.

GENERAL COMMUNICATIONS FILE
No general communications file was circulated.

PUBLIC COMMENT
No pubic comment.

REPORT OF THE CHAIR
Individual Commissioner reports on Community Activities
Chair Saliba-Malouf stated that she attended the annual banquet of the Lebanese American Association. The is a non-profit, non-religious, charitable foundation. She also attended a concert benefit for Palestinian hospitals. This benefit raised funds for the injured in the Middle East.

Commissioner Littleton attended the Northern California M/W/LBE Business Conference. She stated that she met many M/W/LBE businesses performing outreach.

Commission Dimapilis attended the Pilipino Educators Convention in Los Angeles. She learned what California is trying to implement to add more teachers and more examinations for teachers.

Commission Chey attended a reception in honor of former Commissioner Harry Low at the residence of former Mayor Frank Jordan. She added that Frank Jordan stated that Judge Low is a problem-solver and the HRC received mention.

Discussion of January 13, 2001 Commissioner Retreat
Chair Saliba-Malouf stated that she had ideas for the retreat agenda and welcomed any suggestions from other Commissioners.

Update on hiring of Commission Secretary
Toni Delgado, HRC Staff stated that the HRC has re-opened the application process until November 27 to those individuals currently on the 1450 classification list. Chair Saliba -Malouf offered the Commission's support to help expedite the process.

REPORT OF THE DIRECTOR
Chapter 12.D.A Waiver Report
Director Harmon presented the Commissioners with the current copy of recently granted 12.D.A. Waivers (attached). Director Harmon stated that she would be happy to provide additional information if needed.

Progress Report on HRC implementation of M/W/LBE Advisory Committee recommendations
Director Harmon presented the Commissioners with an overview of the Progress Report on HRC implementation of M/W/LBE Advisory Committee recommendations (attached). With regard to implementing a department incentive program, Director Harmon stated that in the past, the HRC hosted a M/W/LBE breakfast, honoring departments that have made positive efforts to meet M/W/LBE goals; the HRC may consider doing again. Director Harmon added that none of the contract awarding authorities have met the annual participation goals since the reauthorization of 12.D.A. Director Harmon suggested that the HRC should consider creating an incentive program prior to the next HRC annual report in March 2001.

Commissioner Littleton stated that the M/W/LBE Advisory Committee wanted to implement an incentive program other than just a 'thanks a lot' award.

Director Harmon stated that the HRC can offer awards and recognition, but beyond that the HRC could not otherwise reward Departments for doing what they are obligated to do.

Commissioner Littleton stated that she was speaking of the Department to create incentives within their system to encourage Department heads and employees to look for opportunities to include M/W/LBE business.

Chair Saliba-Malouf stated that awards and recognition are the most the HRC can offer. Commissioner Dimapilis stated that the departments appreciate and enjoy the M/W/LBE breakfast and Chair Saliba-Malouf added that maybe it was time to hold another breakfast again.

Update on Liberty Builders v. Hensel Phelps appeal
Preston Tom, HRC Staff, stated that in August, the HRC appointed a hearing officer for this matter. The hearing officer set up a conference call to set the ground rules and at the time, Liberty Builders stated that they were unsure if they were ready to proceed with the process. To date, the hearing officer nor the HRC have heard back from Liberty Builders.

Chair Saliba-Malouf asked Mr. Tom if there is a time frame or deadline for the HRC to follow-up. Mr. Tom stated that he was unsure since this case goes beyond the HRC Rules and Regulations. Director Harmon stated that the HRC should work with the City Attorney's office to establish an appropriate time frame so the HRC can resolve this matter as soon as possible since this matter has been pending for a very long time. Deputy City Attorney Jackie Minor stated that she was unaware that the hearing officer was still waiting to hear back from Liberty Builders. Ms. Minor states that she will pursue this matter and advise the Director.

West Bay Builders settlement negotiations
Mr. Tom, states that the HRC and West Bay Builders have come to a settlement agreement for the non-compliance finding that the HRC issued earlier this year. Although the basic terms of the agreement have been made, they are still being finalized with the West Bay Builder's counsel and the City Attorney's.

Notification of results of investigation regarding Commercial Interiors and Construction, Inc.
Lome Aseron, HRC Intern, stated that Commercial Interiors and Construction, Inc. (CICO) was supposed to respond to the HRC on November 13, but at the request of CICO, the deadline was extended to November 17. Today, CICO responded to the notification of results of investigation (NORI). The HRC, CICO and the City Attorney will meet at the end of this month. Fifteen days after than meeting the HRC will issue the final findings. CICO will have the right to appeal within ten days.

Chair Saliba-Malouf added that she received a complaint from the Arab American Chamber of Commerce regarding their lack of ability to gain contracts despite their inclusion in the ordinance. She and the Director responded to the complaint and decided to issue a letter to all Departments, reminding them of the inclusion of Arab American Community in the ordinance, as well as host a workshop within the community.

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
No Report.

A copy of the LGBT Economic Empowerment report was disseminated at the meeting for Commissioner review. This issue will be brought before the Commission at the next Commission meeting. Chair Saliba-Malouf encouraged all Commissioners to review the findings of the report and be prepared to discuss it at the next Commission meeting.

Employment Committee
Pansy Waller, HRC Staff, stated that the Employment Committee met on November 2, and heard a presentation from the Coalition for Fair employment in High Technology of Silicon Valley. The presentation covered a decline employment of underrepresented minority groups in high technology firms in Northern California. In order to view all sides of the issue, the Employment Committee is seeking other sources to speak before the Committee. Ms. Waller stated that the Committee is also in the process of recruiting new members in the areas of employers and retail. Commissioner Littleton stated that she has a candidate for the Committee.

Issues Committee
Commissioner Littleton stated that the Committee had a brief meeting because of a building evacuation. The Committee provided new members with an overview of the HRC and it's ordinances. The Committee also discussed issues and ideas relating to racial profiling.

MBE/WBE/LBE Advisory Committee
Commissioner Dimapilis stated that the Committee discussed the 12.D.A. Waiver report, pre-conference proposals, the possibility of publishing dollar amount of awarded contracts, and providing a training program for minority businesses. Commissioner Littleton stated that sub-contractors are concerned that they do not receive a copy of the request for proposal until after the award has been made. Commissioner Littleton also asked if was possible to publish in the HRC annual report, the names and/or dollar amounts of companies from whom we seek liquidated damages. Ms. Minor stated that this information is public record and can be included in the HRC annual report if the department so desires.

Chair Saliba-Malouf asked Director Harmon to take this information under advisement to see if the HRC could incorporate this information in future quarterly and/or annual reports. Director Harmon suggested that this information be provided in a supplemental report, as opposed to the quarterly or annual reports which respond specifically to the requirements of the ordinance. Chair Saliba-Malouf suggested that the supplemental report should be produced semi-annually.

Youth and Education Committee
Commissioner Watahara stated that the speaker from the SFUSD did not arrive and the Committee is inquiring about the status of that individual. He stated that the Committee is trying to recruit new members as well as agenda items and topics that are relevant, timely and appropriate. Commissioner Littleton stated that she has a candidate for the Committee.

OLD / NEW BUSINESS
No old / new business was reported.

ADJOURNMENT
The meeting was adjourned at 5:39 p.m.

NEXT MEETING
DATE: Thursday, November 30, 2000
TIME: 4:30 P.M.
PLACE: 1 Dr. Carlton B. Goodlett Place, Room 408
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, November 30, 2000
TIME: 4:30 p.m.
LOCATION: City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Wilfred W. Hsu
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of October 26, 2000 [Action Item (**)]
   b) Approval of minutes of Commission Meeting of November 16, 2000 [Action Item (**)]

3. PUBLIC COMMENT

4. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Update on hiring of Commission Secretary [Discussion Item (*)]

5. REPORT OF THE DIRECTOR

   a) Discussion of Chapter 12.D.A. December 1, 2000 Quarterly Report [Discussion Item (***)]

6. ** CLOSED SESSION **
   a) Public comment on all matters pertaining to the closed session
   b) Vote on whether to hold closed session to confer with legal counsel (SF Administrative Code Section 67.10(d).) [Action Item (*)]
   c) Closed session pursuant to Government Code Section 54956.9 and San Francisco Administrative Code Section 67.10(d).

      CONFERENCE WITH LEGAL COUNSEL – EXISTING AND ANTICIPATED LITIGATION (as PLAINTIFF)

      CCSF V. Scott-Norman et. al
      Filed 09-23-99
      Santa Clara Superior Court #787323

      Number of potential cases: unknown

   d) Reconvene in open session

      1. Possible report in open session on action taken in closed session [Action Item (*)]
      2. Vote to elect whether to disclose any or all discussions held in closed session [Action Item (*)]

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

7. COMMITTEE REPORTS

a) Lesbian Gay Bisexual Transgender Advisory Committee
Commissioner Martha Knutzen, Co Chair
Larry Brinkin, Committee Staff

1. Report of the November 21, 2000 Committee Meeting [Discussion Item (*)]
2. Discussion and possible adoption of Report on LGBT Economic Empowerment [Discussion/Action Item (**)]

NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, December 19, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

b) Employment Committee
Commissioner Larry Lee, Chair
Pansy Waller, Committee Staff

1. No Report.

NOTE: *The next meeting of the Employment Committee will be held on Thursday, December 7, 2000 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

c) Issues Committee
Commissioner Leslie Littleton, Co Chair
Commissioner Antonio Salazar-Hobson, Co Chair
Emil DeGuzman, Committee Staff

1. No Report.

NOTE: *The next meeting of the Issues Committee will be held on Monday, December 4, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Romulus Asenloo, Committee Staff

1. Report of the November 22, 2000 Committee Meeting [Discussion Item (*)]

NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, December 27, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Co Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. No Report.

NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, December 6, 2000 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

8. OLD / NEW BUSINESS

9. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, DECEMBER 14, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

PROGRESS REPORT ON HRC REVIEW OF MBE/WBE ADVISORY COMMITTEE RECOMMENDATIONS

CATEGORY 5: COMMUNITY RECOMMENDATIONS

I. AUDIT PROGRAM

1. Notify the City Attorney's Office and/or the District Attorney's Office immediately if fraud is found while auditing contracts.

HRC Action: This is a requirement of the test audit process under which the Controller's Office is currently auditing several contracts.

2. The Budget Analyst's Office should conduct Performance Audits on both the HRC and the Controller's Office every two years.

HRC Action: This proposal will be forwarded to the appropriate parties during the next budget cycle.

II. OUTREACH/MENTORING PROGRAM

3. Mentoring Program should be developed and implemented whereby graduated firms assist and train the newly certified MBEW/WBE firms.

4. Consider development and implementation of a transition program for newly graduated firms (i.e. mentoring, networking, bonding)

HRC Action: These recommendations will be incorporated into HRC's Outreach program to the extent feasible given budgetary considerations in January 2001.

III. DEPARTMENT INCENTIVE

5. Incorporate an incentive program for Departments that do meet the MBE/WBE goals.

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HRC Action: None of the contract awarding authorities have met the annual participation goals since the reauthorization of Chapter 12D.A in November 1998. HRC will evaluate whether to create an incentive program prior to the preparation of the next annual report in March 2001.

IV. DIVERSITY TRACKING SYSTEM

6. Demand that departments enter complete data into the Diversity Tracking System.

HRC Action: HRC has been working with departments to ensure that more accurate and complete data is collected for the CDTS. For example, the Diversity Tracking System Steering Committee was established to improve communication as well as to propose and prioritize necessary enhancements to the Diversity Tracking System. Several of the proposed enhancements have already been implemented. Work is ongoing on the remainder of the proposed enhancements. There is more data in the System now than there has been previously. Training of departments is ongoing to enhance the accuracy of the data.

City and County of San ancisco

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Mayor

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Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
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COMMISSIONERS

Ghada Saliba-Malouf
Acting Chair

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Shirley Dimapilis
Julia Globus-Sabori
Martha Knutzen
Larry Lee
Leslie D. Littleton
Antonio Salazar-Hobson
Alan Akira Watahara

September 8, 2000

TO: HUMAN RIGHTS COMMISSION

FR: MBE/WBE ADVISORY COMMITTEE

RESOLUTION: COMMUNITY RECOMMENDATIONS MADE TO THE INDEPENDENT JOINT TASK FORCE ON AFFIRMATIVE ACTION

Please find below, for your consideration, the list of recommendations that the MBE/WBE Advisory Committee provided to the Independent Joint Task Force's consultant KPMG. These recommendations were not included in the KPMG report on The City's Affirmative Action Program.

1. Notify the City Attorney's Office and/or the District Attorney's Office immediately if fraud is found while auditing contracts.
2. The budget analyst's office should conduct Performance Audits on both the HRC and the Controllers Office every 2 years
3. Mentoring program should be developed and implemented whereby graduated firms assist and train the newly certified MBE/WBE firms.
4. Consider development and implementation of a transition program for newly graduated firms (i.e. mentoring, networking, bonding).
5. Incorporate an incentive program for Departments that do meet the MBE/WBE goals;
6. Demand that departments enter complete data into the Diversity Tracking System

Should you have any questions, please direct all questions to the Advisory Committee staff person, Romulus Asemoo at 415/252-2537.

25 Van Ness Avenue
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San Francisco
California 94102-6033

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12D Waivers Granted As Of November 16, 2000

Date Signed	Contract Date	Department	Contract Type	$ Amount	Contractor	Waiver Type	Reason
10-02-00	08-30-00	PUC/WPCD	DBPO	$100,000	ITT Flygt	SS	ITT Flygt is the sole source for the factory authorized repair of the 100 Flygt submersible pumps located throughout WPCD.
10-05-00	Thru FY 00/01	81 Community Health Network	Professional Services	$150,000	Symphony MobileX Corp.	SS	Mobile X-ray services specific to the depts. Tuperbulosis care & control program targeting inmates of the County Jail and residents of single room occupancy hotels of S.F. The dept. is still evaluating options for the future provision of these federally mandated services. At present, Symphony MobileX has the necessary experience and needed security clearances to effectively provide these services. In addition any disruption in service will pose a significant Public Health concern.

10-23-00	FY 00/01	SFPUC-Water Quality Bureau	P.O.	$15,000	Orion Research, Inc.	SS	No other vendor can provide maintenance, repair service, calibration, or replacement components for the Orion fluoride analyzer that SFPUC owns.
10-23-00	Thru 6/30/04	82 Public Health	Professional Services	$40,000	UCSF Proctor Foundation	SS	Provides researchers specifically listed in the grant award from the National Institutes of Drug Abuse as the preferred services providers for this project.
10-23-00	Thru 6/30/04	82 Public Health	Professional Services	$220,000	UC Berkeley	SS	To provide professional research analysis on a 4 yr. Project entitled "Forecasting HIV Evolution in Intravenous Drug Users and Other Populations.

11-13-00	12-08-00	Fire Department	Professional Services	$229,000	James Outtz, Ph.D.	SS	Dr. Outtz conducted extensive testing and evaluations of applicants to explore alternative selection devices that could be used in the development of future entry-level H-2 Firefighter test instruments, which would have little ot no adverse impact. It was anticipated that Dr. Outtz would be retained for the development of the next testing process for H-2 Firefighter. The dept. would like to retain Dr. Outtz for the purpose of using data obtained during his research to develop a new valid examination process, which will have criterion-related validity, that will allow the dept. to continue hiring a diverse group of well-qualified individuals. The dept. has an immediate need to hire Dr. Outtz because it is anticipated that the current Civil Service eligible list for Firefighter will be exhausted by Summer 2001.

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING NOVEMBER 30, 2000

Commission Chair Ghada Saliba-Malouf called the meeting to order at 4:34 p.m. A quorum was present.

ROLL CALL

Commissioners
Present:Ghada Saliba-Malouf (arr. 4:52), Chair; Youn Chey; Shirley Dimapilis; Wilfred Hsu; Martha Knutzen; Larry Lee, Vice-Chair; and Alan Watahara

Excused:Julia Globus-Sabori; Leslie Littleton; and Antonio Salazar-Hobson

HRC Staff
Present:Virginia M. Harmon, Director; Carla Vaughn

Guests
Present:Jackie Minor, Deputy City Attorney

APPROVAL OF MINUTES
Commissioner Chey asked that her arrival time be deleted from the minutes of November 16, 2000. With the above-mentioned changes, the minutes of October 26, 2000 Commission and November 16, 2000 were moved (Dimapilis), seconded (Chey) and approved (Unanimously).

PUBLIC COMMENT
Jessie Mason
Jessie Mason stated that he felt the de-certification of LTM Construction is unnecessary. Mr. Mason felt that LTM Construction has not had the chance to refute their de-certification and claimed that LTM has not had due process. Mr. Mason stated that the de-certification of LTM Construction has affected the community in the Bayview/Hunters Point area.

Katherine Boskoff
Katherine Boskoff, representing LTM Construction, stated that LTM Construction was placed on suspended certification for 11 months last year, which did not allow LTM to request a hearing officer or have an appeal. Through working with the HRC and the City Attorney's office, LTM's certification was reinstated. Currently, LTM is again facing de-certification as a 'front.' Ms. Boskoff provided the Commissioners with additional background information until the HRC could calendar the item. Ms. Boskoff requested that the Commissioners appoint a hearing officer immediately to reach a resolution.

Ms. Boskoff asked what the timeline and process will be from this point forward. Deputy City Attorney Jackie Minor stated that this item is not agendized, but will be an item for the December 14, 2000 meeting. Ms. Minor added that the process will be as set forth in Chapter 12.D.

Ulysses J. Montgomery
Ulysses J. Montgomery, a World War II Veteran and registered engineer in the state of California for forty-five years. Mr. Montgomery spoke in support of LTM Construction with regard to the HRC de-certification of the firm.

Keith Lennin
Keith Lennin, President and Owner of LTM Construction, shared his disappointment with the de-certification of his firm. Mr. Lennin refuted that he was a front for a white firm and offered explanation the financial aspects of the construction business. Mr. Lennin believes that he has once again been wrongly de-certified. Mr. Lennin asked the Commissioners for an expedient resolution to this matter, as his contracts are dependent on this.

Freddy Carter

Freddy Carter shared his disdain for the HRC certification, de-certification and sub contracting process. Mr. Carter was concerned about what he deems as improper de-certification of minority businesses and contractors and its impact on the community.

Commissioner Chey asked Director Harmon if the HRC office had any information to add, regarding this item. Director Harmon stated that she is not at liberty to comment on this subject at that particular moment since the item is not agendized. She assured the Commissioners that the item would be agendized for the next meeting.

Mr. Montgomery asked Commission Vice-Chair Lee if the Commission had any authority to suspend any action against LTM Construction company until the HRC de-certification hearing. Both Vice-Chair Lee and Deputy City Attorney Minor stated that discussion of this item must be agendized. Mr. Montgomery then asked the Commission for a written response to the question he posed.

REPORT OF THE DIRECTOR
Discussion of Chapter 12.D.A. December 1, 2000 Quarterly Report
Director Harmon provided the Commissioners with a copy of the December 1, 2000 Quarterly Report. Roel Villacarlos, HRC Staff, reported on the content of the report (summary attached, copies of the report available at the San Francisco Public Library, Main Branch and at the HRC Main office).

Vice-Chair Lee asked that the Commissioner receive the report a little earlier and Director Harmon explained that if the reports were given earlier, they would not contain complete information since the systems works on a ongoing basis.

REPORT OF THE CHAIR
Individual Commissioner reports on Community Activities
Commissioner Dimapilis stated that attended the Coleman Advocates meeting. Chair Saliba-Malouf spoke briefly about the agenda for the Commission Retreat. She stated that she would like HRC Staff to present a brief overview of HRC departments, as well as presentations from both the Mayor's and City Attorney's Office.

Commissioner Knutzen asked that when the staff provides an overview of what they do, they also provide ways how they would like the Commissioners involved. Commissioner Knutzen asked that Commissioners be provided with written material of HRC divisions. Commissioner Knutzen and Chair Saliba-Malouf thought that interaction with the staff would be positive.

Update on hiring of Commission Secretary
There was no update on the hiring of the Commission Secretary.

CLOSED SESSION
Public comment on all matters pertaining to the closed session
Chair Saliba-Malouf requested public comment on all matters pertaining to closed session. There was no public comment.

Vote on whether to hold closed session to confer with legal counsel (SF Administrative Code Section 67.10(d).)
A vote on whether to hold closed session to confer with legal counsel was moved (Lee), seconded (Dimapilis), and approved (Unanimously).

Closed session pursuant to Government Code Section 54956.9 and San Francisco Administrative Code Section 67.10(d).
At 5:07 p.m., Chair Saliba-Malouf invited the public to leave the room and the Commission went into closed session.

Reconvene in open session
The Commission reconvened in open session at 5:22 p.m., and voted not to disclose any or all discussions held closed session. Moved (Watahara), seconded (Dimapilis) and passed (Unanimously).

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
Commissioner Knutzen provided the Commissioners with a copy of the Economic Empowerment report that was based on the hearing of May 11, 2000. She acknowledged all HRC staff involved with the report. Commissioner Knutzen provided an overview of the report, including the politics of wealth, employment, housing, accomplishments and goals (copies of the report available at the San Francisco Public Library, Main Branch and

at the HRC Main office).

Larry Brinkin, HRC Staff, thanked all of the people in his division that worked so hard on this hearing and report. Mr. Brinkin asked that the motion to adopt this report include permission to correct typos, change the cover and add a bibliography.

Commissioner Watahara noted that he appreciates that the report incorporated a broader scope, rather than just focus on the LGBTH community. The report was moved (Knutzen), seconded (Dimapilis), and approved (Unanimously).

Commissioner Knutzen added that the Committee is currently working on ways to implement the report, issue panels, as well as recruiting new members. She added that a press release will be issued and they are hoping that writers from the Chronicle are interested in the story.

Employment Committee
No Report.

Issues Committee
No Report.

MBE/WBE/LBE Advisory Committee
Commissioner Dimapilis stated that the committee discussed the outreach venture program and the mentor program. The committee members asked that the HRC provide them with an overview of the enforcement of its programs.

Youth and Education Committee
No Report.

OLD / NEW BUSINESS
No old / new business was reported.

ADJOURNMENT
The meeting was adjourned at 5:48 p.m.

NEXT MEETING
DATE:Thursday, December 14, 2000
TIME: 4:30 P.M.
PLACE: 1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

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City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

DATE: Thursday, December 14, 2000
TIME: 4:30 p.m.
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

ROSTER OF COMMISSIONERS

Youn-Cha Shin Chey
Shirley Dimapilis
Julia Globus-Sabori
Wilfred W. Hsu
Martha Knutzen
Larry Lee
Leslie Littleton
Antonio Salazar-Hobson
Ghada Saliba-Malouf
Alan Watahara

INTERIM DIRECTOR

Virginia M. Harmon

COMMISSION SECRETARY

Toni A. Delgado, 252-2502

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AGENDA

Items designated by "CC" shall automatically be approved, unless a request for removal for discussion or explanation is received from the audience, Commission or Commission staff.

Public testimony will be taken on each item.

ORDER OF BUSINESS

1. ROLL CALL

2. APPROVAL OF MINUTES

   a) Approval of minutes of Commission Meeting of November 30, 2000 [Action Item (**)]

3. GENERAL COMMUNICATIONS FILE

4. PUBLIC COMMENT

5. REPORT OF THE CHAIR

   a) Individual Commissioner reports on Community Activities [Discussion Item (*)]
   b) Appointment of Commissioner Wilfred Hsu to the Employment Committee [Discussion/Action Item (*)]

6. REPORT OF THE DIRECTOR

   a) Notice of Appeal of Revocation of Certification of LTM Construction/Request for appointment of hearing officer [Discussion/Action Item (***)]
   b) Presentation by California Association of Human Relations Organizations; Request Commission permission to participate in March Conference [Discussion/Action Item (***)]
   c) Presentation by Presidio Challenge [Discussion/Action Item (*)]
   d) Report on White House Conference on Race Relations [Discussion Item (*)]

7. **CLOSED SESSION**

   a) Public comment on all matters pertaining to the closed session
   b) Vote on whether to hold closed session to confer with legal counsel (SF Administrative Code Section 67.10(d).) [Action Item(*)]
   c) Closed session pursuant to Government Code Section 54956.9 and San Francisco Administrative Code Section 67.10(d).

      CONFERENCE WITH LEGAL COUNSEL – EXISTING AND ANTICIPATED LITIGATION
      (as PLAINTIFF)

      CORAL CONSTRUCTION V. MARTIN, et al.

   d) Reconvene in open session

      1. Possible report in open session on action taken in closed session [Action Item (*)]
      2. Vote to elect whether to disclose any or all discussion helf in closed session [Action Item (*)]

8. COMMITTEE REPORTS

   a) Lesbian Gay Bisexual Transgender Advisory Committee
      Commissioner Martha Knutzen, Co Chair
      Larry Brinkin, Committee Staff

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

1. No Report.

   NOTE: *The next meeting of the Lesbian Gay Bisexual Transgender Advisory Committee will be held on Tuesday, January 16, 2001 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

b) Employment Committee
Commissioner Larry Lee, Chair
Pansy Waller, Committee Staff

1. Report of the November 2, 2000 Committee Meeting [Discussion Item (*)]

   NOTE: *The next meeting of the Employment Committee will be held on Thursday, January 4, 2001 at 1:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue; Eighth Floor Conference Room, San Francisco, CA 94102*

c) Issues Committee
Commissioner Leslie Littleton, Co Chair
Commissioner Antonio Salazar-Hobson, Co Chair
Emil DeGuzman, Committee Staff

1. Report of the December 4, 2000 Committee Meeting [Discussion Item (*)]

   NOTE: *The next meeting of the Issues Committee will be held on Monday, January 8, 2001 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

d) MBE/WBE/LBE Advisory Committee
Commissioner Shirley Dimapilis, Co Chair
Commissioner Leslie Littleton, Co Chair
Commissioner Alan Watahara, Member
Romulus Asenloo, Committee Staff

1. Report of the November 22, 2000 Committee Meeting [Discussion Item (*)]

   NOTE: *The next meeting of the MBE/WBE/LBE Advisory Committee will be held on Wednesday, December 27, 2000 at 5:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

e) Youth and Education Committee
Commissioner Alan Akira Watahara, Co Chair
Commissioner Youn-Cha Shin Chey, Co Chair
Toni A. Delgado, Committee Staff

1. Report of the December 6, 2000 Committee Meeting [Discussion Item (*)]
2. Commissioner Alan Watahara – Report on incidents of violence in the BayView/Hunters Point Community [Discussion/Action Item (*)]

   NOTE: *The next meeting of the Youth and Education Committee will be held on Wednesday, January 3, 2001 at 4:30 p.m. at the Human Rights Commission offices, 25 Van Ness Avenue, Eighth Floor Conference Room, San Francisco, CA 94102*

9. OLD / NEW BUSINESS

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

10. ADJOURNMENT

All meetings are held at: City Hall, 1 Dr. Carlton B. Goodlett Place Room 416, San Francisco, CA 94102, unless otherwise stated

NEXT MEETING: THURSDAY, DECEMBER 28, 2000

LEGEND: (*) = Oral report, no attachment
(**) = Attachment provided
(***) = To be discussed at Commission Meeting

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
Minority/Women/Local Business Enterprise
Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

14/00

SAN FRANCISCO HUMAN RIGHTS COMMISSION

MINUTES OF THE COMMISSION MEETING DECEMBER 14, 2000

Commission Vice-Chair Lee called the meeting to order at 4:44 p.m.
A quorum was present.

ROLL CALL

Commissioners

Present: Youn Chey; Shirley Dimapilis; Wilfred Hsu; Martha Knutzen; Larry Lee, Vice-Chair; Leslie Littleton; and Alan Watahara

Excused: Julia Globus-Sabori; Antonio Salazar-Hobson; and Ghada Saliba-Malouf, Chair

HRC Staff

Present: Virginia M. Harmon, Director; Larry Brinkin; Emil De Guzman; Toni Delgado; and Pansy Waller

Guests

Present: Jackie Minor, Deputy City Attorney; Jazmyne Smith (Intern); Katherine Boskoff

APPROVAL OF MINUTES

The minutes of November 30, 2000,were moved (Dimapilis), seconded (Chey) and approved (Unanimously).

GENERAL COMMUNICATIONS FILE

No general communication file was circulated.

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PUBLIC COMMENT

There was no public comment.

REPORT OF THE CHAIR

Individual Commissioner reports on Community Activities

There was no report.

Appointment of Commissioner Wilfred Hsu to the Employment Committee
The appointment of Commissioner Wilfred Hsu to the Employment Committee was moved (Dimapilis), seconded (Littleton), and approved (unanimously). All Commissioners welcomed Commissioner Hsu to the Employment Committee and wished him well.

REPORT OF THE DIRECTOR

Notice of Appeal of Revocation of Certification of LTM Construction/Request for appointment of hearing officer
Director Harmon presented the Commissioners with the notice of appeal of revocation of certification of LTM Construction/Request for appointment of hearing officer. Vice-Chair Lee invited public comment.

Katherine Boskoff
Katherine Boskoff, Attorney for LTM Construction, expressed her concerns for expediting the process of appointing a hearing officer to their certification appeal. Ms. Boskoff asked the Commission and the City Attorney what was the processes and current status of the LTM appeal. Ms Boskoff expressed her dismay with the City Attorney's Office and HRC.

Ms. Boskoff expressed her concerns for current pending contracts that LTM may or may not be able to work on, based on their current de-certification with the HRC. Both Director Harmon and Vice-Chair Lee deferred to the City Attorney's Office and stated that this matter was not agendized and could not be further discussed in this forum.

Director Harmon proposed to the Commissioners that they vote on appointing or not appointing a hearing officer. The appointment of a hearing officer was moved (Littleton), seconded (Chey), and approved (unanimously).

Presentation by California Association of Human Relations Organizations; Request Commission permission to participate in March Conference
Larry Brinkin (HRC staff) introduced Fred Pristly who is the Director of the California Association of the Human Relations Organizations. Mr. Pristly provided an overview and history of the Human Relations Organization and stated that the organization provides information, lobbying, and networking for all human rights based organizations in California. He asked that the HRC become involved with upcoming conference in March. Commissioner Knutzen asked if there was an HRC liaison with the Human Relations Organization and Director Harmon noted that Larry Brinkin will be the liaison. Commissioner Knutzen shared her enthusiasm for the HRC's involvement with this conference. Commissioner Knutzen suggested the HRC host a reception for all of the attendants to this symposium. The members of the commission agreed. The request for permission for the HRC to participate in the March Conference with the Human Relations Organization was moved (Chey), seconded (Dimapilis), and approved unanimously.

Presentation by Presidio Challenge
Pansy Waller (HRC staff) introduced Bill Hough, with the Presidio Challenge. Mr. Hough presented the Commissioners with possible programs and projects that will enable the Presidio to be financially independent by the year 2013. One of these issues included Mr. Hough's desire to create a human rights based education and training center in the Presidio. In order to do this Mr. Hough asked the Commissioners for the HRC support in participating in the UN World Conference against Racism in South Africa, taking place in September. Commissioner Chey asked if the Presidio Trust was related to the UN Resource Center, and Mr. Hough said that it was not. Mr. Hough ended with asking the Commissioners to brainstorm as to what level of involvement the HRC could contribute to this vision. Commissioner Knutzen suggested that the Intergroup Clearinghouse be involved with this program.

Report on White House Conference on Race Relations
Director Harmon provided the Commissioners with a summary of her trip to Washington D.C. where she attended forums and meetings that summarized the progress of President Clinton's One America program. Ms Harmon stated that many of the issues were human rights based, for example: Closing Opportunity Gaps, Race Relations, and equal access to health care and education. Ms Harmon added that there were many notable speakers. Ms Harmon stated that the forum ended with discussions regarding the upcoming World Conference against Racism.

Ms. Harmon stated that in the near future she will present the commissioners with further detailed discussions on the UN World Conference against Racism as well as a videotape that will be airing on PBS, outlining discussions between Desmond Tutu and Robert Franklin regarding issues of race relations. Ms. Harmon hopes that the Commission will support these two programs within the community.

Report on Incidents of violence in the Bayview/Hunters Point Community
Director Harmon introduced Commissioner Watahara who shared his concerns about the escalating violence in the Bayview/Hunters Point community. Commissioner Watahara introduced a group of speakers to present the realities of violence in the Bayview Hunters Point area.

Lynn Westry
Lynn Westry, with Children System of Care, stated that she is a mother who has lost a child and many friends to the violence in the Bay View Hunters Point area. She provided statistics (attached). Ms Westry asked the HRC for support in strengthening the community to combat the levels of violence. Ms Westry outlined many examples of the decline of the community and appealed to the Commissioners for support. Commissioner Littleton asked Ms Westry if there were any organized community meetings that addressed these issues and Ms Westry responded that there have been weak attempts at addressing these issues.

Cynthia Selmar
Cynthia Selmar, with the Department of Public Health of Community Violence (full presentation attached). Commissioner Littleton suggested that Ms. Selmar do a presentation at the Issues Committee.

Cynthia Billups
Cynthia Billups, with Children's System of Care/Department of Public Health, spoke in support of the previous two speakers regarding the violence in the Bayview/Hunters Point community. Ms. Billups asked that the Commission work together with the Children's System of Care to research, theorize, and implement programs to stop the violence in this community.

Commissioners Knutzen and Littleton suggested that the Commission create a task force to assist the members of this community and address these timely issues. The Commissioners agreed that these issues need immediate attention and there was much discussion about the timeliness and effectiveness of what the Commission could do. Ms Billups stated that a very organized program needs to be implemented to address these issues, adding that other City departments-including the Police Department-have initiated programs but nothing has come about. Commissioner Chey suggested that the HRC draft a letter to the Board of Supervisors and the Mayor to call attention to and highlight the needs of this community.

Jonnie Robinson with the Mayors Office assured the Commission that the Mayor is well aware of and concerned about the violence in the Bayview/Hunters Point area. Ms Robinson suggested that instead of creating a task force, that the HRC become actively involved in the Mayor's directive of the Summit on Violence. Commissioner Watahara noted that his recommendation was to have a joint hearing or meeting between the Issues and Youth and Education Committees, as a way to keep the people in this community involved so they know that their issues are being addressed by the City. Commissioner Littleton suggested that the HRC create as task force that works with the Mayor's office. Commission Knutzen suggested that one of the Committees host follow up meetings after the Summit regarding this issue and make it a part of the ongoing agenda.

Karen Goodson Pierce
Karen Goodson Pierce, with Bayview/Hunters Point Health and Environmental Assessment Task Force, spoke in support of the realities of violence in the Bayview/Hunters Point area. She shared her experiences of violence in her community. She also noted incidents of racial profiling. She raised her concerns of police identification of people who call in incidents of violence, and how that intimidates community members in fear of retaliation.

LaDonnis Elston
LaDonnis Elston, Community Mental Health, echoed the sentiments of the previous speakers. She stated that the problems in this community cannot be fully addressed or resolved without ongoing support.

Commissioner Chey supported that the aforementioned letter be drafted by the HRC. The drafting of this letter to the Mayor, Board of Supervisors and Police, requesting immediate attention to this matter was moved (Chey).

Vice-Chair Lee amended the motion, noting that the Commission will continue to work with the people of this community.

Commissioner Dimapilis noted that school is out of session for two weeks.

Commissioner Littleton amended the motion, suggesting that successful programs that have eliminated should be reinstated.

The letter, including the aforementioned amendments, was seconded (Littleton), and approved (Unanimously).

CLOSED SESSION
Vice-Chair Lee noted that at the request of the City Attorneys office, the closed session be rescheduled for some time in January.

COMMITTEE REPORTS
Lesbian Gay Bisexual Transgender Advisory Committee
No Report.

Employment Committee
No Report.

Issues Committee
Emil DeGuzman (HRC Staff) stated that the Committee did not have a quorum. He stated that Jackie Minor provided a report on the roles and responsibilities of standing committees. Mr. DeGuzman stated that the Committee discussed racial profiling as well as the need to increase membership.

MBE/WBE/LBE Advisory Committee
Commissioner Dimapilis stated that they did not have a quorum and the Committee held general discussions.

Youth and Education Committee
No Report.

OLD / NEW BUSINESS

There was no old/new business.

Commissioner Littleton asked that the Ballerina case be agendized for the next meeting. Director Harmon noted that the case is currently under investigation and litigation, and that there were no findings for discussion.

Commissioner Littleton also asked that the Commission be updated on the status of the City's progress on racial profiling.

ADJOURNMENT

The meeting was adjourned at 6:25 p.m.

NEXT MEETING

DATE: Thursday, January 11, 2001

TIME: 4:30 P.M.

PLACE: 1 Dr. Carlton B. Goodlett Place
Room 416
San Francisco, CA 94102

Respectfully submitted,

Virginia Harmon
Interim Director

By: Toni A. Delgado
Commission Secretary

City and County of San Francisco

Willie Lewis Brown, Jr.
Mayor

Human Rights Commission
Contract Compliance
Dispute Resolution/Fair Housing
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Lesbian Gay Bisexual Transgender & HIV Discrimination

Virginia M. Harmon
Interim Director

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SAN FRANCISCO HUMAN RIGHTS COMMISSION

REGULAR MEETING

12/28/00
cancelled

DATE: Thursday, December 28, 2000

* * * CANCELLED * * *

Reminder!
The regular meeting of the Human Rights Commission has been cancelled in observance of the holiday season.

The next regular meeting will be:

DATE: Thursday, January 11, 2001
TIME: 4:30 pm
LOCATION: City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

On behalf of all HRC staff, we wish you a wonderful holiday and a Happy New Year.

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